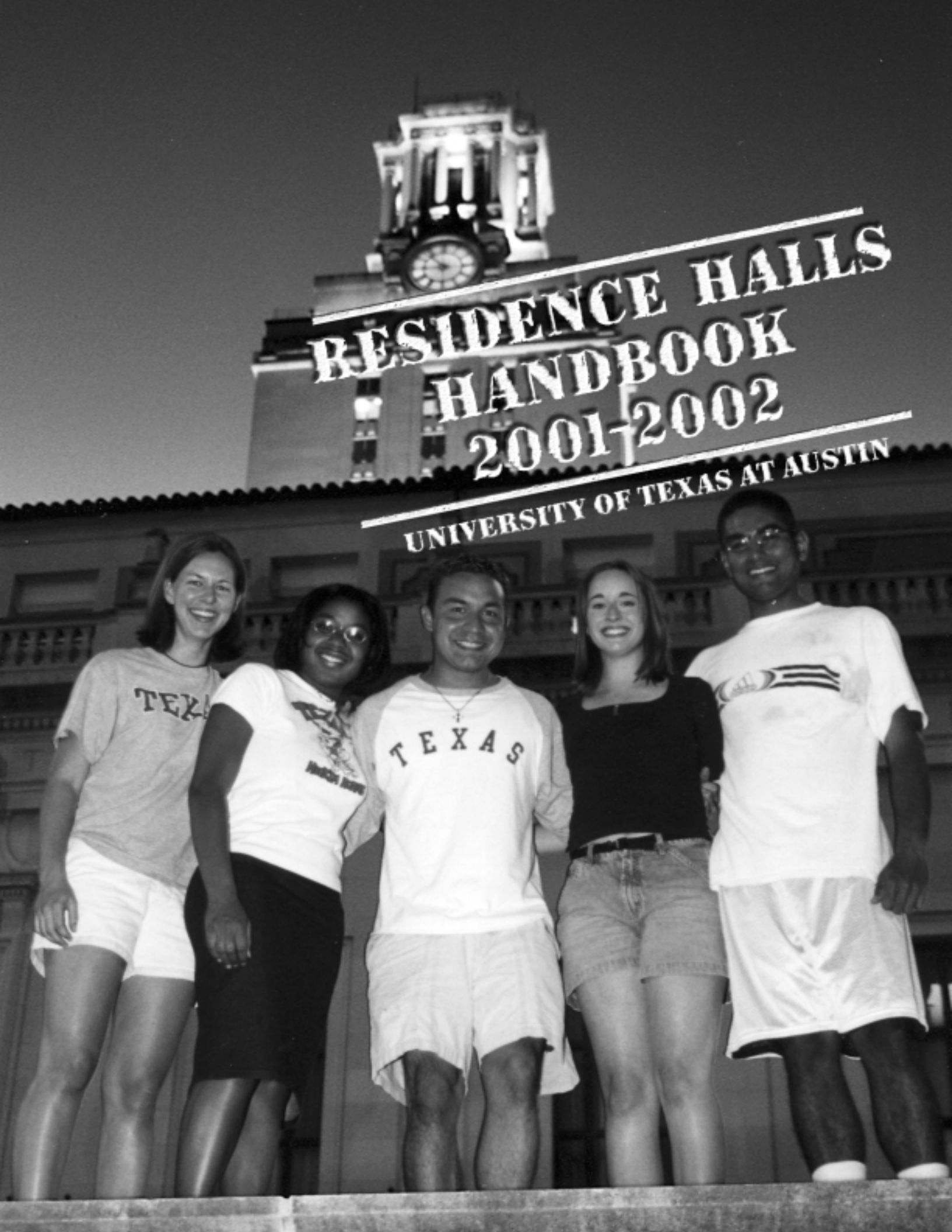
RESIDENCE HALLS HANDBOOK 2001-2002

UNIVERSITY OF TEXAS AT AUSTIN



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Please visit our Website: http://www.utexas.edu.student/housing

Photography: Mark S. Rutkowski & Alan Smith, UT Photography Services

This handbook is produced by the Division of Housing and Food Service at The University of Texas at Austin.
The information contained herein is accurate as of August 2001 and is subject to change.

GREETINGS

Welcome to The University of Texas at Austin and the University Residence Halls. We are happy that you have chosen to live with us this year. The staff of the University Residence Halls believes that the most important decision you make after selecting an educational institution is "choosing a place to live."

In selecting our residence halls you chose facilities, services and staff that are an important part of your educational opportunities at the University.

The residence halls have always played a special role in education and student development at the University. By being more than a place to eat and sleep while attending college, the residence halls provide opportunities for students to experience a sense of community, with shared commitment and social responsibility.

Our housing program seeks to provide new freshman students with the opportunity to live in University housing, to support them in the transition year by providing special programs and experiences, and to facilitate their overall success at the University.

We are dedicated to working with you to provide a comfortable, friendly environment that is conducive to the aspirations and achievements of a community of scholars. Included in this handbook are important University Residence Hall rules and regulations. These were developed to serve the community's best interests.

The rules and regulations in this handbook are an integral and binding part of your residence hall terms and conditions. In addition, you are responsible for the information contained in your University Residence Halls Contract Terms and Conditions. We hope that you will find your residential community supportive and responsive to your needs.

HOOK 'EM HOME

Guided by our values and commitment to support the University mission, our vision is to provide first-class housing and food service while embracing an inclusive, nurturing community where students and staff realize dreams while achieving goals.

MISSION

Our mission is to promote a positive living and learning experience for residents and staff at The University of Texas at Austin by providing the following:

- Clean, comfortable and well-maintained facilities
- Quality food service
- Competitively priced student housing
- Developmental programs for professional and personal growth
- Residential and workplace communities that reflect and value diversity
- A quality workforce
- Access to information and technology
- Participation in decisions affecting our community

VALUES WE BELIEVE IN

- Integrity
- Understanding our heritage to build inclusive communities for the future
- Quality customer service for internal and external customers
- A positive, caring environment for students, associates, staff and families
- The highest developmental, service and fiscal standards possible
- Pride in the quality of our work
- Respect for ideas, values and contributions of others in a diverse workforce

"The Division of Housing and Food Service places primary emphasis on the housing of new freshman students by recognizing the critical role of the freshman year to the successful transition from high school to the University and to the overall success of students."

RESIDENCE HALL STAFF & GOVERNMENT

The Division of Housing and Food Service is one of 14 areas within the Division of Student Affairs and is responsible for all on-campus residential facilities. The Division operates its own residence life, food service, business, custodial, maintenance and information systems departments, is self-supporting (without State or University funds) and employs approximately 1,000 full- and part-time staff.

BUILDING SERVICES ASSISTANT MANAGERS

Maintenance and custodial functions of the residence halls are coordinated by the Building Services Assistant Managers of Whitis Residence Halls (WRH), Jester Center and Waller Creek Residence Halls (WCR). The Assistant Managers of Building Services report to the Assistant Director of Facilities Operations who, in turn reports to the Associate Director for Facilities. The Associate Director reports to the Director of Housing.

AREA COORDINATORS

The Residence Life department of the residence halls is under the supervision of the WRH, Jester East, Jester West and WCR Area Coordinators. They report to the Associate Director for Residence Life who, in turn, reports to the Director of Housing. The Area Coordinators' offices are located in the respective area offices.

HALL AND ASSISTANT HALL COORDINATORS

Hall Coordinators are responsible for the supervision of a residence area. They select, train and supervise Resident Assistants. They encourage the development of community programs, assist with advising and disciplinary concerns, and perform administrative duties. They report to the Area Coordinator, and their offices are located in the respective areas.

RESIDENT ASSISTANTS

Resident Assistants (RAs) are student staff assigned to live in residential units to ensure that concerned and trained staff are readily available to answer questions, assist individual residents as needed, aid in developing a community atmosphere on the floor, and assist in enforcing University and residence hall policies. They report to the Hall Coordinators of the respective halls.

FOOD SERVICE MANAGERS

The Food Service department of the residence halls is under the supervision of the Managers of Jester, Cypress Bend and Kinsolving Dining Centers. Their offices are located in the respective residence hall dining centers. They report to the Assistant Director of Food Service Operations who, in turn, reports to the Associate Director for Food Service who, in turn, reports to the Director of Housing.

RESIDENCE HALL ASSOCIATION

You can be as active as you wish in influencing your living environment. As a resident, you will play a major part in planning programs and events for your floor. Opportunities for involvement with other residents include activities such as recreational sports, camping trips, cultural dinners, community service projects and programs on various interesting topics.

Ten dollars of your annual room and meals payment is set aside as a student activity fee to fund such programs. Student activity fund expenditures are initiated through the residential student governing bodies and approved by Residence Life staff. Each residence hall has student-governing bodies that encourage the development of "student self-responsibility." The governments serve as the key administrative organization for many residence hall programs.

The University Residence Halls Association (URHA) is composed of all students living in University Residence Halls and serves as a communication network for all halls. Each residence hall has its own association and elects a hall president to attend URHA meetings and to express the views and concerns of the residents of the hall. All residents are welcome to attend URHA meetings. The URHA office is located on the ground floor of Jester West in Room W0006, 471-5674.

OFFICE LOCATIONS

Division Office—Kinsolving Entrance
200 W. Dean Keeton St.
Austin, TX 78705
Housing Reservations: 512/471-3136
Accounting Office: 512/471-5033

Jester Office—Jester Academic Center, basement
201 East 21st St.
Austin, TX 78705 • 512/471-1383
Area Buildings: Jester East and Jester West

Waller Creek Residence Halls Office (WCR)—Roberts Hall
303 E. 21st St.
Austin, TX 78705 • 512/471-4236
Area Buildings: Brackenridge, Roberts, Prather, Simkins, Moore-Hill, San Jacinto

Whitis Residence Halls (WRH)—Littlefield Hall, basement
201 W. Dean Keeton St.
Austin, TX 78705 • 512/471-1941
Area Buildings: Kinsolving, Littlefield, Andrews, Carothers, Blanton, Living Learning Hall, Student Heritage Housing, Inc.

DINING SERVICES

MEALS

The Division of Housing and Food Service meal plans offer more choices for students. Your meal plan includes 650, 788, 985 or 1182 Dining $$$ per year. These "dollars" are to last through both sessions. Dining $$$ are the "flexible" use portion of your meal plan contract cost. You can use your plan as often as you wish at any of our dining locations. As long as you are present, guests can also eat on your meal plan.

Currently, you can use Dining $$$ for "all-you-care-to-eat" meals in our dining centers or a la carte in our express locations. Dining $$$ can also be used at our late-night snack bar, specialty locations, Cypress Bend (San Jacinto Hall), Jester City Limits (Jester Center Food Court), the Texas Union, Gregory Gym and the Jester Convenience Store (operated by the Texas Union). You can use your Dining $$$ at University Residence Hall vending and washer/dryer locations. You can also use your Dining $$$ to order (and pay) food from participating off-campus vendors for delivery to any 24-hour residence hall desk.

Our traditional dining centers in Jester and Kinsolving offer "all-you-care-to-eat" meals. When you enter these centers, your account will be billed the cost of the meal (at the meal plan holder rate) plus tax. As a resident, you enjoy a substantial discount when you use Dining $$$ in locations operated by the Division of Housing and Food Service. You decide how to spend your money. For example, if you buy food at the Jester Store with your Dining $$$, you will pay full price because it is not operated by the Division of Housing and Food Service.

You can change your meal contract to a different plan through Sept. 22 of the fall session and through Feb. 22 of the spring session. Changes are charged at a daily rate plus any additional Dining $$$ spent through the date of the change. If you plan to downgrade your meal, we advise you to do so as early as possible so that you do not have unspent Dining $$$ at the end of the year. An administrative fee of $25 will be charged to your account at the time the change is made.

Meal	Dining $$$ (Meal plan holder & their guests)	Purchase price to non-meal plan holders
Breakfast	1.65 + .14 tax	$4.62 + .38 tax
Lunch	1.90 + .16 tax	$5.73 + .47 tax
Dinner	2.25 + .19 tax	$6.47 + .53 tax

You can add to your Dining $$$ account at any time. There is a minimum addition of $20. If you are spending Dining $$$ faster than average for your plan, you will be notified at intervals that your money may run out before the end of the year. Dining $$$ not used by the end of the contract date will be rolled over into a non-contract holder account. You will forfeit the discount, but the dollars can be spent as long as you are enrolled at the University.

If you return as a resident of the halls or elect to have a non-resident meal plan, your new discount rate will apply to any unspent Dining $$$ from previous contracts. If you leave the University for more than one year, any unused Dining $$$ will be forfeited. To check your Dining $$$ balance, visit the Division Website or ask a dining room cashier.

Serving hours may vary during the year. When this occurs, the changes will be posted. Meals are provided during all holidays except Thanksgiving, spring vacation and the vacation period between the fall and spring semesters. While we may be unable to meet the needs of some medical and religious-related diets, our staff is able to assist you in selecting menu items that may meet these requirements. A dining room supervisor is available at each meal to assist you or take suggestions.

SPECIAL EVENTS

In addition to our regular dining services, we plan special events throughout the year including tailgaters, cultural dinners and seasonal specials. For home football games except Thanksgiving, you can use your meal plan to join in the food and fun two hours before kickoff on the patio behind Roberts and Prather.

Student groups plan cultural dinners. Celebrations have included special menu items, art, dance and music from Latin American, Thai, African American, Chinese and Hill Country cultures. We also serve Thanksgiving dinner; a December holiday dinner; "Chocolate, Chocolate, Chocolate" in February, and a Spring Break blowout. To help plan these events, contact your Residence Hall Association.

GUEST MEAL TICKETS

Guest meal tickets may be purchased at the second floor entrance to the Jester or Kinsolving dining centers. Guest meal rates (including tax)

2001-2002 LONG SESSION SCHEDULE

August
24 Residence Halls open, 9 a.m.
29 Classes begin

September
3 Labor Day holiday

October
1 Residence Hall payment due.

November
1 Residence Hall payment due.
22-24 Thanksgiving holidays

December
1 Residence Hall payment due.
7 Last class day
19 Residence Halls close, 9 a.m.

January
6 University Residence Halls open, 9 a.m.
14 Classes begin
21 Martin Luther King Jr. Day holiday

February
1 Residence Hall payment due.

March
1 Residence Hall payment due.
11-16 Spring break

April
1 Residence Hall payment due.

May
3 Last class day
15 University Residence Halls close, 9 a.m. (except for graduating students)
19 Halls close for graduating students, 9 a.m.

Note: The listing is not comprehensive. Consult the course schedule for registration deadlines and other information.

DINING SERVICES

for the 2000-2001 long session are:

Breakfast — $5
Lunch — $6.20
Dinner and Sunday Special — $7

Tickets for children under six are half price.

SNACK BAR AND EXPRESS

Jester and Kinsolving dining centers offer express options from 7 a.m.–3 p.m. A variety of breakfast items as well as sandwiches, fruit and beverages are available for take-out. Jester and Kinsolving dining centers offer late-night options. We serve a variety of snack items including pizza, hamburgers, french fries, chips, cookies and soft drinks. Payments can be made with cash or by using your ID card, in place of a regular meal.

MEAL ID

To charge meals at the dining center or items at any of our express locations, you must show your University ID card. Dining center access is available in three ways:

- Your meal plan (ID card)
- As the guest of another student's meal plan
- Paying cash at the guest meal rate

Since the ID card is like cash and can be used an unlimited number of times, it is critical to notify your residence hall desk if the card is lost or stolen. Your meal plan will be invalidated for security purposes. Numbers cannot be entered manually by the checker.

You must replace a lost or stolen card. This can be done at the ID Center, 471-4334. In exceptional circumstances, temporary ID cards are available at the Kinsolving, Jester East and Jester West desks for a limited number of days. The University ID is non-transferable. Persons lending their ID's to others will be assessed a $5 administrative charge (per violation) plus the guest meal rate charge for the meals involved.

SICK TRAYS

You may request a sick tray permit from your residence hall office by presenting your ID. Your permit and ID must be presented in the dining room to pick up the sick tray. For health reasons, you are not allowed to get a sick tray for yourself.

SUGGESTIONS FOR DINING SERVICES

We use residents' suggestions in our food service program. Suggestion forms are available at each dining location. Contact your hall government to get involved in the URHA Food Committee. If you encounter any problem, please let us know immediately by contacting a dining room supervisor.

STANDARD SERVING HOURS

Jester City Limits, First Floor Food Court

Monday-Thursday	7 a.m.–11 p.m.
Friday	7 a.m.–9 p.m.
Saturday	8 a.m.–8 p.m.
Sunday	8 a.m.–11 p.m.

Jester Center, Second Floor Dining

Monday-Friday	
Lunch:	10:45 a.m.–3 p.m.
Dinner:	4:30–8 p.m.

Cypress Bend, San Jacinto

Monday-Thursday	7 a.m.–9 p.m.
Friday	7 a.m.–7 p.m.
Saturday	10 a.m.–8 p.m.
Sunday	10 a.m.–8 p.m.

Kinsolving

Monday-Friday	
Breakfast:	7–9:30 a.m.
Continental Breakfast:	9:30–11 a.m.
Lunch:	11 a.m.–1:30 p.m.
Dinner:	4:30–7 p.m.
Saturday	
Breakfast:	8–10 a.m.
Lunch:	11 a.m.–2 p.m.
Dinner	4:30-7 p.m.
Sunday	
Breakfast:	8–10 a.m.
Lunch:	11 a.m.–2 p.m.

Kin's Korner

Monday-Friday	7 a.m.–3 p.m.

Kinsolving Late-Night (Snack Bar)

Monday-Thursday	9 p.m.–Midnight
Sunday	5 p.m.–Midnight

ALSO LOCATED IN JESTER CENTER

40 Acres Bakery

Monday-Friday	7 a.m.–3 p.m.

Jest A' Pizza

Monday-Thursday	11 a.m.–Midnight
Friday-Saturday	11 a.m.–8 p.m.
Sunday	5 p.m.–Midnight

Speedway

Monday-Friday	7 a.m.–3 p.m.

Freshëns

Monday-Friday	7 a.m.–9 p.m.
Saturday-Sunday	11 a.m.–9 p.m.

OTHER SERVICES

ACCESS SYSTEM

All residence halls are equipped with an access system. To enter the residence halls, you must have a University ID card. These may be purchased at the UT ID Center, 471-4334. You can increase your safety by using the residence hall access system properly. This includes not allowing others to gain access through a door you have opened, protecting the security of your card and not propping doors open.

CABLE TV/MOVIE AND INFORMATION CHANNEL

Cable television service and a Division of Housing and Food Service operated information system are provided. Information can be viewed on Channel 6 and 36, 24 hours a day. Tune in daily to receive residence hall program information, food service menus, campus events and other important information. A student committee selects movies. Information on joining the movie committee will be posted on the Information Channel.

You will need to supply a cable jumper to connect your television to the wall jack. Our cable provider recommends a cable jumper with the following specifications: Size RG-59 or RG-6; Impedance: 75 Ohms; Shielding: Foil with 67 percent braid. Push-on connectors are not recommended. Please contact your area desk to report problems associated with the cable television system.

COMPUTER LAB HOURS

Waller Creek, Jester West and Kinsolving

Monday-Thursday	8 a.m.–Midnight
Friday	8 a.m.–5 p.m.
Saturday	Noon–5 p.m.
Sunday	2 p.m.–Midnight

Jester East

Monday-Thursday	11 a.m.–Midnight
Friday	11 a.m.–5 p.m.
Saturday	CLOSED
Sunday	2 p.m.–Midnight

Carothers and Simkins

Monday-Thursday	Noon–Midnight
Friday	Noon–5 p.m.
Saturday	CLOSED
Sunday	2 p.m.–Midnight

COMPUTER LABS

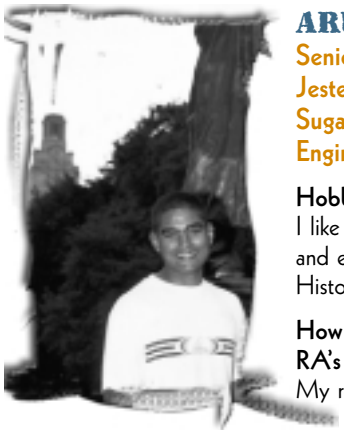
The University Residence Hall Computer Lab staff strives to provide a quiet environment that supports the academic programs of the University. By entering the lab, users agree to follow normal standards of ethics and polite conduct in their use of shared computing resources. Priority is given for academic-related purposes. When lab use is heavy, residents using a computer for non-academic reasons may be asked to surrender their computers.

Computer labs are located in Kinsolving, Carothers, Simkins, San Jacinto (Waller Creek lab), Jester East and Jester West. For the exact location within each building, ask your RA. All equipment and software are provided free of charge to residents. Each lab has Mac and PC computers, a laser printer and a scanner. Laser color printers are located in the Jester West and Waller Creek computer labs. Microsoft Office suites, graphics, desktop publishing, C++ and Pascal compilers, Web publishing and Internet access software are provided. Lab assistants are available to help both novice and experienced computer users during lab hours.

Users must first acquire an IF account number from the Academic Computing and Information Technology Service (ACITS) on campus. All pages printed in the Residence Hall Computer Labs are billed to your account. Black and white printouts cost $.10 per page; color printouts cost $.80 per page; transparencies cost $1.60 per page. Be courteous to other users. Always use headphones when listening to music or sound files. Also, smoking, food and drinks are not permitted in the labs. The number of labs and hours open decrease during finals. See individual labs for final exam schedule.

COMPUTER LAB POLICIES

1. Users must present their University IDs upon entering the lab. Users agree to abide by University and Division of Housing and Food Service policies regarding network usage.
2. A 3.5" diskette or zip disk is required to save your work or Internet downloads. Zip disks are highly recommended. Users may not save or download files onto the hard drives.
3. Users may not make copies of lab software. Violators are subject to permanent expulsion from the residence hall labs and disciplinary action.
4. The labs can only be open during hours previously approved by the Division of Housing and Food Service.
5. Only residents of the University Residence Halls or on-campus Student Heritage Housing, Inc. (SHHI) may be allowed in the labs. Residents can use any of the labs in any of the halls provided they do not violate a hall's guest hours and they abide by the Residence Hall Escort Policy. Residents from on-campus SHHI or



ARUN SHANKAR

Senior, 20
Jester East RA
Sugarland, Texas
Engineering Route to Business

Hobbies
I like to run and play basketball and enjoy visiting the Texas History Museum.

How would you describe the RA's role in the dorm?
My role is to build a community environment that is suitable for academic and leisure activities. I also enforce the rules and help students with questions or concerns they may have.

What is one thing at UT every freshmen should visit?
Every freshman should visit Gregory Gym. Even if you're not a fitness freak, Gregory has anything and everything you need to let out a little stress after a rough day of studying.

"Stay focused, but have fun at the same time. College gives you the opportunity in life to find your ambitions and identity. Take advantage of that to the fullest extent."

from other University Residence Halls may use other labs if a resident of that hall escorts them (the escort must remain in the lab). Non-residents may not enter the labs for any reason.

6. Respect the privacy of others—don't access their files and E-mail, or send harassing and objectionable messages.
7. Don't use network access for monetary gain or for business activities of groups or organizations.
8. Follow the same standards of conduct on the network as you would in the residence halls.
9. Don't modify or tamper with network services, wiring and lab ports.
10. Don't access materials that may be distracting or offensive to other users.
11. Do not remove lab materials such as manuals.

COMPUTING RESOURCES AND INTERNET ACCESS

Each room has two computer ports that access the computer network of the University and provide high-speed access to the Internet. These ports are automatically activated for your use. Information on connection is available in the summer **On-Campus Advantage** newsletter. Additional questions about this service should be directed to the ACITS Help Desk at 475-9400.

University computing resources exist to complement the educational mission of the University and must be used appropriately. You are responsible for any network activity that takes place from the ports located in your room. Each resident has the obligation to ensure that he or she utilizes University computing resources (including University equipment, networks, user accounts and Ethernet connections) in accordance with University policy and applicable laws. Many of these policies may be accessed from the Student Judicial Services Website at:

http://www.utexas.edu/depts/dos/sjs/

Or can be found at the Academic Computing site:

http://www.utexas.edu/cc/policies/trouble.html

It is a violation of University policy and federal law to participate in copyright infringement. Copyrighted materials include, but are not limited to, computer software, audio and video recordings, photographs and written material. Violators are subject to University discipline, including suspension, as well as legal liability.

DIRECTORIES

Please use the city telephone directory provided in your room. If a replacement directory is needed, submit a Maintenance Request Form (see page 9). Please do not remove the phone book from your room. Dial 471-3434 for on-campus directory assistance.

DRAIN CLEANERS

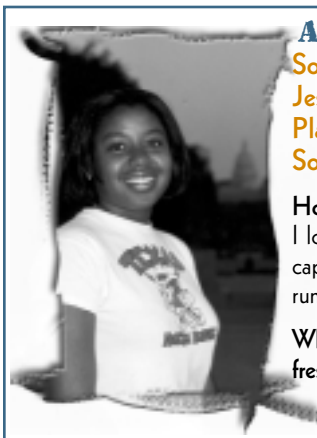
Drain cleaners should not be used to unstop a clogged drain. Drain cleaners are caustic, can damage fixtures and can be hazardous to maintenance personnel. If you have a drain problem, a plumber needs to make necessary repairs. Fill out an Maintenance Request Form to report slow drainage. Report an overflowing drain directly to the area desk.

LAUNDRY FACILITIES

Coin-operated washers and dryers ($.75 per load to wash and $.75 per load to dry) as well as ironing boards are provided in each residence hall. Dining $$$ are accepted in most laundry rooms. We continue to install wiring so that in the future, Dining $$$ can be used for all laundry equipment. Check with your RA for exact location. You will need to supply your own iron.

The washers and dryers are the latest in energy-savings. Front-load washing machines use less water and take getting used to (as opposed to top-loading machines), so please consider the following information:

- Check the labels on the front of the machines and signs in the laundry rooms.
- Front-load washers use less detergent than top-load washers.
- Do not use more than one-fourth cup of detergent for each load.
- You should use a low-sudsing detergent, a liquid detergent or a detergent specifically designed for front-load washers. Using too much detergent causes excessive sudsing. The detergent may not completely rinse out of your clothes.
- The lint trap inside the dryer must be cleaned before each use. Make sure that the lint trap located behind the door of each machine is clean before use. A clogged lint trap will not allow the dryer to operate properly.
- Notify your area desk or complete a Maintenance Request Form (see page 9) if machines are not operating properly. The desk can report malfunctions and provide information on reporting lost money or damaged belongings.



AYANNA CASTRO

Sophomore, 19
Jester Upper West
Plano, Texas
Sociology (premed)

Hobbies
I love to dance, listen to music, play capoeira (Afro-brazilian martial arts) run and play soccer.

What advice would you offer incoming freshmen for surviving the first year?
I advise incoming freshmen to not procastinate and to set REASONABLE goals. This makes the first year much easier.

What should incoming freshmen expect the first year in the dorm?
I think incoming freshmen need to expect to make compromises with their roommates and other residents. Respect each other!

What makes you fit the role of an RA?
I am approachable, responsible and patient. I also enjoy meeting new people.

"Life is what you make of it!"

OTHER SERVICES

LONG DISTANCE SERVICE

The Division of Housing and Food Service does not provide long distance service. Individuals must make arrangements for personal long distance service. (See Yellow Pages under Telephone Long Distance Service.) You will be billed by the service that you select.

Dialing patterns for long distance calls will depend on the type of service you choose. At no time should you accept collect calls since they are billed to the University. Collect calls will be traced to the accepting party and, in addition to financial restitution, the University may take disciplinary action.

LOST AND FOUND

Lost and found departments are located at the Jester General Information Desk, Jester East Desk, Jester West Desk, Waller Creek Residence Halls Office, Roberts Desk, Moore-Hill Desk, San Jacinto Desk, Kinsolving Desk and Quad Desk. At the end of each week, lost and found articles are turned over to University Police, 2201 East Campus Drive, 471-4441.

MAIL

Mail is delivered to your residence hall daily except Sundays, national holidays and University holidays. All registered mail and packages for Jester Center are delivered to the General Information Desk (GID) in Jester Center. Packages for Simkins and Moore-Hill are delivered to Moore-Hill Desk. Packages for Brackenridge, Roberts and Prather are delivered to Roberts Hall Desk. Packages for San Jacinto are delivered to San Jacinto Desk.

Packages for Kinsolving are delivered to the Kinsolving Desk. Packages for Andrews, Blanton, Carothers and Littlefield are delivered to the Quad Desk located in Carothers. Packages for Living Learning Hall are delivered to the Kinsolving Desk. A notice will be placed in your mailbox. This notice should be presented with your ID when you pick up the package. You may not pick up or sign for a package under a different or assumed name.

YOUR MAIL SHOULD BE ADDRESSED AS FOLLOWS:

Building (LLA, LLB or LLD) and Your Room #
2610 Whitis Avenue
Austin, TX 78705-9009

Your Room # Andrews
2401 Whitis Avenue
Austin, TX 78705-9010

Your Room # Blanton
2500 University Avenue
Austin, TX 78705-9012

Your Room # Brackenridge
303 East 21st Street
Austin, TX 78705-9006

Your Room # Carothers
2501 Whitis Avenue
Austin, TX 78705-9011

Your Room # Jester
201 East 21st Street
Austin, TX 78705-5965
(Jester residents should be sure to place an "M" for east or a "W" for west, before their room numbers.)

Your Room # Kinsolving
2605 Whitis Avenue
Austin, TX 78705-9009

Your Room # Littlefield
2503 Whitis Avenue
Austin, TX 78705-9008

Your Room # Moore-Hill
204 East 21st Street
Austin, TX 78705-9005

Your Room # Prather
305 East 21st Street
Austin, TX 78705-9004

Your Room # Roberts
303 East 21st Street
Austin, TX 78705-9003

Your Room # San Jacinto
309 East 21st Street
Austin, TX 78705

Your Room # Simkins
2500 San Jacinto Blvd.
Austin, TX 78705-9002

Do not insert "The University of Texas at Austin" in the address. This will result in your mail being delayed.

Special delivery letters will be placed in your box on receipt. Package pick-up is available from 8 a.m.–5 p.m., Monday through Friday, and from 8 a.m.–Noon, Saturday at the Jester GID. Packages may be picked up 24 hours a day at the Moore-Hill, Roberts, Kinsolving, Quad and San Jacinto desks. Please refer to your room assignment letter for the exact address.

SPECIAL DELIVERIES

As a service to students, flowers, cakes and fruit baskets for special occasions may be dropped off at area desks by vendors for pick-up. The vendor is responsible for contacting residents to inform them that a delivery is ready for pick-up. The Division of Housing and Food Service is not responsible for items delivered to area desks by vendors. Concerns with delivery should be addressed directly to the vendor.

MAIL FORWARDING

It is YOUR responsibility to change your local address with the University when you leave the residence hall. You can change your address over the Web at the Registrar's site:
http://www.utexas.edu/student/registrar/rose/

There is a link from the Housing and Food Service Website to this site:
http://www.utexas.edu/student/housing/

You can also make the change in person in the Office of the Registrar, Main Building 1. You must show your photo ID. Lastly, you can fax a letter to the Office of the Registrar at 475-7515. The letter must include the student's name, social security or student ID number, and signature. It should indicate whether the change is for the local address, permanent address or both.

Your residence hall staff will forward first-class mail for 30 days following check out. If you have not updated your local address with the University by checkout time, your mail will be forwarded to your permanent address on file. If you have updated your local address by check out we will forward mail to your new local address.

Due to the limited forwarding policy, it is imperative that you promptly notify all corre-

OTHER SERVICES

spondents of any planned address change. After 30 days, all mail, including first-class mail, will be returned to the U.S. Postal Service and marked "return to sender." No mail will be forwarded during holidays and University breaks. It is your responsibility to contact newspaper and magazine vendors to update addresses.

MAIL SERVICES

The General Information Desk, located in the Jester Concourse, offers the following services for resident convenience. Residents may pay for services with Dining $$$. Cash is not accepted.

- Package mailing service
- Send/receive faxes
- Individual mailboxes rental (limited availability)
- Photocopying (located at Jester West Desk)
- Package and mailing supplies

MAINTENANCE

Fill out a Maintenance Request Form (MRF) on the Web, at the residence hall desk or at the area office to report non-emergency repairs. There is a link from the Division of Housing and Food Service Website. Emergencies should be reported directly to the residence hall desk. Every effort will be made to expedite the work. Since the residence halls are self-supporting, funds are available only for routine maintenance and replacement. Therefore, if you are responsible for damages to the building, furniture or equipment, damage charges will be assessed to you.

PART-TIME JOBS

There are many part-time jobs available for students as maintenance, custodial or food service workers, resident assistants, computer lab assistants and clerical assistants. To be eligible for jobs with the Division, you must be admitted to the University, be a student in good standing and be enrolled for a minimum of nine semester hours for the long session. The enrollment requirement is waived during the summer session for continuing students. If you want part-time employment, inquire at the residence hall where you would like to work.

RECYCLING

A recycling program is provided for aluminum cans, aluminum foil and paper products. Recycling containers are located in each student room. Receptacles for depositing recyclable items are located in laundry and trash rooms.

ROOM PAINTING

You may ask to have your room painted, including one accent color wall if it has not been painted within the last two calendar years. Submit a request to the area office. To ensure the quality of the materials and a complete project, DHFS painters will paint all rooms. Facilities will contact residents in advance to schedule painting.

Our painters can paint your room in four to eight hours and be available to start at either 8 a.m. or 1 p.m. Murals, wallpaper and contact paper may not be placed on the walls.

STORAGE

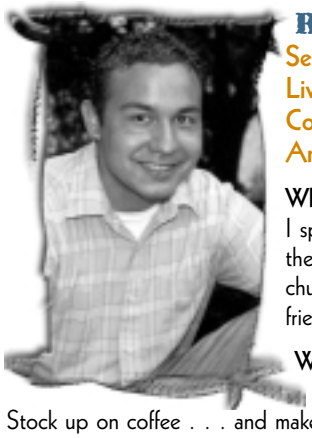
No storage is available for luggage or resident possessions. If you need storage space, you must make your own arrangements. You may find the Yellow Pages helpful in finding nearby storage facilities.

TOILET TISSUE

Residents supply toilet tissue in connecting or private bathrooms. A limited amount is furnished at the beginning of each semester.

VENDING MACHINES

Vending machines for soft drinks, candy and other snacks are provided in each hall. Inoperative machines should be reported to the area desks. Jester residents can report losses to the East or West desks. WCR residents can report losses to the Roberts, Moore-Hill or San Jacinto hall desks. WRH residents can report losses to the Kinsolving or Quad Desks. You may use your Dining $$$ in many vending machines.



ROEL MARTINEZ
Senior, 21
Living Learning Hall RA
Corpus Christi, Texas
Anthropology

What do you do for fun?
I spend as much time as I can playing the guitar, writing music, hanging out at church and spending time with my girlfriend.

What advice would you offer incoming freshman on surviving the first year?
Stock up on coffee . . . and make use of your Teaching Assistant's office hours. They usually know what they're talking about.

What would you like to highlight about the upcoming year?
CLARK FIELD OPENS!

What should incoming freshmen expect the first year in the dorm?
You'll come across people who are very different than you. You'll learn the most by spending time with them.

What is one thing in Austin every freshman should see and/or visit?
Take a walk to the Capitol around 11ish or midnight sometime . . . though, not by yourself.

POLICIES & PROCEDURES

ABANDONED PROPERTY

Abandoned property left in your room will be removed at your expense. You will be notified in writing and given 60 days to claim all items. If no response is received within the deadline, the University will dispose of these items in accordance with University policy.

BICYCLE STORAGE POLICY

Bicycle racks are located near each residence hall. Bicycles may not be chained to sign posts, railings or any other University property other than the bicycle racks provided. Upon mutual consent of roommates, bicycles may be stored in residence hall rooms provided that exit from the room is not obstructed. Bicycle hooks or other physical alterations to the ceilings, walls, closets or furniture may not be made to accommodate bicycle storage.

Bicycle hooks or other physical alterations found in rooms will be removed at the resident's expense. Freestanding bicycle-storage units available from retailers are permissible. Bicycle storage in hallways, lounges, stairwells or other public space is not permitted. Bicycles secured in public areas will be removed by University staff and impounded by the University Police Department. The removal charge is $50. Pedals and other protruding parts may scratch walls and cause personal injury to others.

When transporting your bicycle indoors, you should avoid tracking dirt into the hall and causing congestion. Bicycles may not be ridden indoors. Bicycles are not permitted in elevators. Violations of the Bicycle Storage Policy may result in disciplinary action and loss of privilege to store your bicycle indoors. The owner of the bicycle will be responsible for all expenses and fines associated with facilities damage and/or removal of the bicycle.

ENTRY

After 12 a.m., residents must enter through the following doors or by using an ID card:

Andrews:	use Carothers or Littlefield lobby door
Brackenridge:	use Roberts north or south lobby door
Blanton:	use Carothers or Littlefield lobby door
Carothers:	use Carothers or Littlefield lobby door
Jester East:	main and south lobby of Jester East
Jester West:	main and south lobby of Jester West
Kinsolving:	front door
Littlefield:	use Carothers or Littlefield lobby door
Moore-Hill:	front door
Prather:	front door
Roberts:	use Roberts north or south lobby door
San Jacinto:	front door
Simkins:	front door
LLA, LLA, LLD:	front door

BICYCLE REGISTRATION

Bicycle registration is required by Parking and Traffic regulations on the University campus. The UTPD offers free registration on the west side of Gregory Gym every Wednesday from 9 a.m.–4:30 p.m. Bicycle registration allows University Police to find owners of stolen or abandoned bicycles.

CARE OF FACILITIES

Students are responsible for maintaining their rooms in a neat and orderly fashion at all times. Neat and orderly includes maintaining an acceptable level of cleanliness and a room free of mold, mildew, trash and debris. Residence Life and Building Services staff conduct monthly health, fire and life safety room inspections. Students found in violation will be given 48 hours to remedy the situation. Failure to take corrective actions will result in disciplinary action, including a room-cleaning fee of at least $25.

Students are encouraged to personalize their residence hall room. When personalizing your room, take into account the following guidelines: Students should not drill or nail holes in walls, ceilings, doors or furniture. Tack strips, bulletin boards or removable adhesive should be used to mount items on walls, doors and furniture. Students may not paint rooms. (Paint requests can be submitted through your area desk.) As a rule of thumb, no more than 20 percent of any wall should be covered with posters or other type of flammable materials.Cloth or paper materials should not be used to cover lighting. Furniture may not be disassembled unless specifically designed for this purpose.

Stickers should not be adhered to furniture, walls, doors or ceilings. Students should be familiar with residence hall guidelines pertaining to approved and non-approved items. Street signs, cones, barricades, etc., that have been illegally acquired are prohibited. Residence hall rooms must be returned to their original condition upon check out, including removal of adhesive tape and cleaning. Failure to do so will result in charges.

CHECKOUT

Residents are encouraged to vacate within 24 hours of their last exams or

JESSI FASO

Junior, 20
Kinsolving South RA
Allen, Texas
Biology

What made you consider living in a residence hall?
I felt living on campus would be the easiest way to meet different people and to be close to campus and my classes. The benefit of having a meal plan and a cafeteria right downstairs attracted me as well.

What makes you fit the role of an RA?
I try hard to make sure everyone on the floor feels comfortable and welcomed at UT. I make sure I am available for anyone to come by with questions or problems. I also plan programs that help residents meet and get to know each other.

What advice would you offer incoming freshmen?
TIME MANAGEMENT & GET INVOLVED! This is the easiest way to make your first year go smoothly and to have some fun along the way. Since UT is a large university, becoming a part of something that you enjoy on campus helps to shrink the campus and make you feel more at home.

by 9 a.m., the day following the last final examination scheduled during the general University exam period, whichever is earlier. Residents checking out during the academic year need proper clearance from the Housing Reservations Office. Failure to follow established checkout procedures will result in a $25 improper checkout charge, in addition to any damage and lost key charges.

Please coordinate your room checkout time with your RA or Hall Coordinator. You must have your room checked, remove all personal belongings, return your room key, sign your room inventory form and pay any damages for your records to be properly cleared.

ROOM ENTRY

While respecting your personal privacy at all times, the University reserves the right to authorize entry into your room to investigate violations of University regulations, federal, State or local laws. Other situations include:

- Health, fire and life safety room inspections once a month by the Office of the University Fire Marshal and/or by the Division of Housing and Food Service staff (i.e., Building Services or Residence Life staff).
- When your welfare and the welfare of the residence hall are concerned
- To ensure proper care, maintenance and safety of the facilities
- To make necessary repairs
- When the door is open and a violation of University policies is in plain view

Observed or alleged contraband will be confiscated. Violations of University policies, rules and regulations will be referred to the Hall Coordinator for follow-up action. Building Services staff will perform maintenance and safety checks on a regular schedule. Every effort will be made to give advance notice when room entry is necessary. Locked doors to hallways, bathrooms, and access from the outside should never be propped, the lock disabled or the door held open for an unknown person, as this creates a safety risk to all residents. Doing so is a violation of residence hall policy and subject to disciplinary action.

ESCORT POLICIES

Visitors must be escorted when visiting you, except in designated public areas. This applies to residents of different residence halls, as well as off-campus visitors. All persons entering any residence hall may do so only if on official business with the hall desk or to visit residents. There are house phones located in each of the residence hall main lobbies. The phones should be used when guests arrive to alert you of their arrival. Opposite sex guests are only allowed during guests hours (see Guest Hours section, page 11).

The Escort Policy protects students from unwanted solicitation as well as preserving the residence hall community. Unescorted individuals should be reported to the area desk. It is important that you and your guests understand and comply with this policy. Failure to do so will result in referral through the disciplinary process.

FURNITURE

Common areas are furnished with tables, chairs and couches for your comfort and enjoyment. Televisions are also provided in selected areas for your use. Furniture or equipment owned by the University may not be moved in the public areas or from one student room to another. You are subject to disciplinary action as well as a $25 charge for the unauthorized movement of furnishings or equipment belonging to the residence halls, including dismantling of University-owned furniture.

Residents may bunk or loft their beds if they have movable furniture that allows it. Pins for bunking or lofting are available at the area desk. Facilities staff can perform this work for a standard charge of $20. The beds must be returned to their original position at the end of the semester unless they were bunked or lofted prior to resident occupancy. Only University-provided beds designed for bunking or lofting may be arranged in such positions. Students may not construct their own lofts or beds. Water-filled furniture is not permitted.

GUEST HOURS

Only residents and their guests are permitted in the residence halls. Guest hours for the University Residence Halls through the 12th class day of the long session are:

Sunday-Thursday:	10 a.m.–11:30 p.m.
Friday-Saturday:	10 a.m.–1 a.m.

During these times, you may have guests from other residence halls or from off campus. Men and women are not permitted to visit each other's floor at any time other than during designated guest hours. After the 12th class day of the long session, guest hours may be reduced or expanded within the following guidelines:

Sunday-Thursday:	10 a.m.–1 a.m.
Friday-Saturday:	10 a.m.–2:30 a.m.

To alter guest hours, two-thirds of all residents in the designated living group must vote by secret ballot in favor of any change. A floor meeting will be held during the first week of classes to provide information about the policy and how it affects the living environment. You are encouraged to promote a positive community atmosphere in the living unit and are responsible for enforcing the policies that have been established. Residents may only vote at the start of each semester to increase guest hours, but may vote at any time during the semester to reduce guest hours.

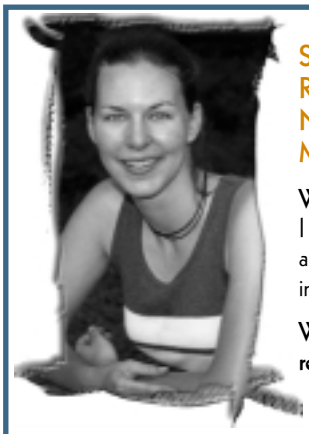
All residence halls will be locked at or before midnight, seven days a week. Residents returning to the residence halls will be admitted upon presentation of proper identification (University ID). For your own pro-

tection, you are urged to tell your roommate or your RA about unusual destinations and expected times of return. Guest hours are subject to change during Thanksgiving weekend and spring break. Guests may be required to sign in upon entering the residence halls.

GUESTS/OVERNIGHT

You are responsible for your guest's behavior. By bringing a guest into the living environment, you must be willing to assume responsibility for your guest's behavior. Guests are subject to the policies under which University Residence Halls operate. It is your responsibility to inform your guests of residence hall policies and procedures and to encourage compliance. While you cannot control another person's behavior, you can control who you choose to have as a guest.

The decision to have an overnight guest must be mutually agreed upon by your roommate. Same sex guests may be invited to spend a maximum of three nights in the hall. No more than two guests per room will be allowed. The host(ess) must register his/her overnight guest(s) at the 24-hour desk for his/her hall. When the overnight guest is registered, the host(ess) will receive an overnight guest pass. This overnight guest pass must be carried at all times the overnight guest is in the building and must be presented to a staff member upon request. The host(ess) must escort the guest at all times within the building. If coming in after midnight, the overnight guest pass must be presented to the Night Supervisor and the host(ess)must be present for the guest to enter. Failure to register an overnight guest is a policy violation and will result in disciplinary action.



LEE COLLENBERG
Senior, 21
Roberts RA
New Orleans, Louisiana
Math

What do you do for fun?
I hit the local live music scene as much as possible and love participating in intramural sports.

What made you consider living in a residence hall?
I knew it would be a huge adjustment coming to college and living in a dorm meant one less thing to worry about. It puts you right in the middle of campus and provides plenty of opportunities to get involved and more immediate access to resources.

What should incoming freshmen expect the first year in the hall?
Incoming freshmen should expect many opportunities to practice balancing different parts of their lives . . . late nights and early classes, meeting new people and keeping in touch back home, discovering a new social life and keeping up with school.

What is one thing at UT every freshman should see or visit?
Since the Tower Observation Deck is open again, it's a great view of the 40 Acres and a fun way to see exactly how much ground you can cover with only 10 minutes between classes.

A mattress can be requested with an authorized overnight guest pass. Residents should obtain an overnight guest pass through the appropriate desk and take the authorized overnight guest pass to the area housekeeping office between 8 a.m.–4 p.m., Monday through Friday. The mattress should be picked up on the last business day prior to the overnight guest arriving and returned on the first business day after the overnight guest departs. Linen service is not provided. For security reasons, overnight guests are not permitted during the Thanksgiving holiday, Spring Break and final examination periods. The Assistant/Hall Coordinator may grant exceptions for immediate family.

IDENTIFICATION (PERSONAL)

For the welfare of all students and to protect the property of the residence halls, you are required to have your University ID in your possession at all times. Members of the housing staff may request proof of identity of any person in the residence hall. Your cooperation is appreciated should such an occasion arise. Failure to identify yourself to a University staff person upon request is a violation of University rules and regulations. Do not lend your ID to permit access to the dining room, computer labs or to gain access into the halls. Violations may result in withdrawal of hall privileges, fines and other sanctions.

KEY POLICY

Jester residents who are locked out of their rooms should go to the appropriate area desk. Residents of the Living Learning Hall, on-campus SHHI and Kinsolving Hall should go to the Kinsolving desk. Residents of Andrews, Blanton, Carothers and Littlefield should go to the Quad Desk located at Andrews. Residents of Simkins and Moore-Hill should contact the Moore-Hill Desk. Brackenridge, Prather and Roberts residents should contact the Roberts Desk for assistance. Residents of San Jacinto should contact the San Jacinto Desk for assistance.

A lockout key may be obtained from your respective desk for a limit of 30 minutes. If the lockout key is not returned within 30 minutes, you may be assessed a $10 lockout charge. Each resident is permitted three lockout keys each semester. Subsequent lockouts may result in disciplinary action and a $10 lockout charge being assessed to the resident. A bent or broken key will be replaced at no charge as long as there is no evidence of vandalism; otherwise, there is a $2 replacement key charge. The bent or broken key must be turned in with your request to replace it.

If a key is temporarily lost or left in an inaccessible location, a replacement key may be obtained for 72 hours at no charge at the area desk. This provides you an opportunity to retrieve your key and still maintain security. If the temporary key is not returned and the original key verified by the conclusion of the 72 hours, a lock change will be ordered and charged to the resident. Lost room keys should be reported to your hall desk. For the safety and security of present and future residents, the door lock cylinder will be replaced when a key is lost.

There is a $50 charge to pay the cost of the labor and materials for lock changes. Once the maintenance request for the lock change has been entered, there can be no reversal of the order and the resident will be

required to pay the full amount due. Keys must be turned in to the office of your residence hall when checking out. University keys may not be duplicated. Possession or use of University keys other than those officially issued, tampering with University locks, or loaning your key to another individual are violations of residence hall policy and are subject to disciplinary action.

LOUNGES

Lounges and common areas within the residence halls are for the use of residents and invited guests. Lounges may be reserved for residence hall activities and only by residence hall staff and residence hall associations. Individuals and/or groups occupying a reserved lounge are expected to relocate when notified that the lounge is reserved.

Lounge space priority is given to activities and/or programs that are officially reserved, benefit all residents and the participating audience is comprised of 75 percent residence hall students. NOTE: Programs or activities co-sponsored by residence hall staff and/or residence hall association officers must comply with DHFS Co-sponsorship Policy 9.30.

MOTORCYCLES AND MOPEDS

Motorcycle and moped parking areas are located near each residence hall. Motorcycles and mopeds must be registered with Parking and Transportation to be parked on campus. Mopeds may not be chained to sign posts, railings, bicycle racks or any other University property. Due to fire hazards and concern for the general safety of residents, motorcycles, mopeds, motor scooters and other combustible engine vehicles are not permitted in the residence halls.

MUSICAL INSTRUMENTS

Playing musical instruments is permitted within the living area, as long as it is not disturbing others. The same guidelines outlined under Courtesy and Quiet Hours (see page 17) apply to the playing of musical instruments.

PETS

Fish in small aquariums are the only pets allowed. Any other animals found in the residence hall will be removed at the expense of the resident, who will be subject to disciplinary action.

RECREATIONAL EQUIPMENT

Riding bicycles, skateboarding and rollerblading are prohibited inside of all residence halls due to risk of injury and damage to facilities. Residents who violate this policy will be subject to disciplinary action.

REFRIGERATOR

Only MicroFridge units provided by the Division of Housing and Food Service are permitted.

RENTER'S INSURANCE

The Division of Housing and Food Service encourages each resident to carry renter's insurance or be covered under a parent's homeowner insurance policy.

RETRIEVAL OF PERSONAL PROPERTY

If you drop something down an elevator shaft, plumbing fixture, or heating or cooling unit, report it to the area desk. A maintenance worker will attempt to retrieve your belongings as soon as possible. Items will be retrieved at your expense. Charges apply whether or not the worker is successful in retrieving the lost item.

ROOMMATE CONFLICT

The Division of Housing and Food Service is committed to making residence hall living an enjoyable and growth-filled experience. When conflict between roommates occurs, Residence Life staff may be asked to intervene and help roommates come to an agreement. Roommates may be asked to complete a "roommate contract" that addresses the specific concerns.

When dealing with conflicts between roommates that become difficult to resolve, or when dealing with an aggressive roommate, it is the prerogative of the Hall Coordinator to move one or both residents from the room. An aggressive roommate is one whose acts or communication are intended to harass, intimidate or humiliate. One or both roommates may be moved under the following circumstances:

- One of the roommates is an aggressive party and the person(s) being harassed refuse(s) to pursue appropriate action.
- Both roommates are violating each other's rights.
- One or both roommate(s) refuse(s) to complete a roommate contract, or adhere to agreements contained within the roommate contract.
- A violation of Division policies has occurred.

The Division of Housing and Food Service may recommend sending a case to the Office of the Dean of Students and may elect to cancel a resident's contract should the resident be involved in similar circumstances after a move has occurred.

RESIDENCE HALL CLOSING TIMES

Between the fall and spring semesters, all residence halls are closed. You do not need to check out at the end of the fall semester, unless you have been released from your housing contract due to graduation or other special circumstances. During this time, you may leave property in your room, however, neither the University nor the Division of Housing and Food Service is responsible for damage or theft. You are encouraged to take your valuables with you. Occupancy between semesters is not permitted. Should you be assigned a new room for the spring semester, you must move before the hall closes for the semester break.

SPORTS IN THE HALLS

Sports should be played in designed recreational areas and facilities. Residents may not engage in sports or sports-related activities within residence hall rooms, lounges or other public areas. Sports include, but are not limited to, playing Frisbee, rollerblading, skateboarding, tossing balls and/or wrestling. Playing sports in confined areas such as rooms and hallways can lead to student injury, activation of sprinkler system, and/or damage to personal and University property.

HEALTH, FIRE & LIFE SAFETY

OVERVIEW

Fire and life safety is of paramount importance within the residence halls. Your actions could affect the life and property of other students in your community. Please be aware of your actions and observe the Health, Fire and Life Safety policies. To enhance fire safety within the residence halls, certain appliances and items are prohibited. If you are not sure about an item, please ask your RA or submit your question at the following Website:
http://www.utexas.edu/student/housing/residence/firesafety/Questions.htm

PROHIBITED ITEMS AT A GLANCE

(see specific policies for more information)

- Candles, smoking indoors, open flame
- Extension cords, multi-plugs
- Crock Pots, electric woks, hamburger cookers, hotplates, rice cookers
- Space heaters
- Toasters, toaster ovens, electric skillets
- Halogen lamps over 120 watts

APPLIANCES

Only UL-approved blenders, grounded coffee makers, fans, irons, popcorn poppers (with self-contained heating coils) and hotpots (a cooking utensil with a self contained heating coil used to heat liquids with a capacity not exceeding three cups) are permitted in student rooms. The following may not be used or stored in the residence halls at any time:

- Microwave ovens and refrigerators (other than MicroFridges provided by the Division of Housing and Food Service)
- Crock pots, electric woks, hamburger cookers
- Hotplates, rice cookers
- Space heaters, toasters and toaster ovens
- Frying skillets or any cooking appliance other than those specifically approved

By order of the State Fire Marshal, the use of any appliance with open heating coils is prohibited. Students found in violation of policy will be directed to immediately remove prohibited items and be subject to disciplinary action, including fines.

BRIAN BAKER

Junior, 20
Living Learning Hall B RA
Katy, Texas
Civil Engineering

What do you do for fun?
I enjoy water sports, especially wake boarding and knee boarding. I love to Bar-B-Q. Other hobbies include landscaping, working on cars and learning about classical civilizations.

What would you like to emphasize to returning students as far as policies and procedures are concerned?
Returning students are some of the best resources for freshmen. You can serve as role models and give valuable advice on excelling in college.

What would you like to highlight about the upcoming year?
Next year we will have one of the best staffs. Our RAs and Residence Hall Association representatives have worked hard to provide campus-wide activities to ensure cooperation and cohesion within the residence halls. Each year provides its own excitements and challenges, and this upcoming year should be a great one.

CANDLES, INCENSE AND SMOKING

By order of the State Fire Marshal, candles, incense or other open flame devices may not be burned in student rooms. Candles are not permitted in student rooms at any time, for decoration or for any other purpose. Students found in violation of policy will be directed to immediately remove prohibited items and be subject to disciplinary action, including a fine. Smoking is not permitted in any area of the University Residence Halls, including individual student rooms and stairwells. Smoking is also not permitted in the Jester Breezeway, the San Jacinto courtyard, the Kinsolving and San Jacinto dining patios, and the Andrews, Blanton and Kinsolving sundecks. Smoking is not permitted within 20 feet of the entrance to each building and/or where prohibited by signage.

DECORATIONS

During holiday seasons or special occasions, lobbies and floor lounges may be decorated. However, lights, candles and other flammable materials may not be used. By order of the State Fire Marshal, holiday lights are prohibited. Reasons for prohibiting holiday lights in resident areas are 1) residents may not always be present when lights are on, and 2) UL rating may be lacking and/or quality of the lights may be inferior. Due to fire safety hazards, fresh cut Christmas trees are not allowed in the buildings. Decorations must be removed within five days of the day areas are decorated.

ELECTRICAL EXTENSIONS POLICY

The Fire Marshal has indicated that the use of extension cords or multiple plug converters is prohibited. The Fire Marshal approved the use of UL-approved power strips with a circuit breaker. Power strips must be constructed from heavy-duty materials, consisting of 12-, 14- or 16-gauge wire. They must be three-wire grounded units.

Power strips must also be rated for a maximum of 15 amps and 1875 watts and have a built-in circuit breaker. No other devices are allowed. All power strips must be plugged directly into a wall outlet. Power strips may not be plugged into another power strip. Power strips are limited to one per wall outlet. (Due to limited electrical outlets within the room, residents of Simkins and Moore-Hill may plug a power strip into both receptacles in the wall outlet.) Use of unauthorized extension devices presents a fire hazard. Students found in possession of an electrical cord or multiple plug converter will be directed to immediately remove the item and be subject to disciplinary action, including a fine.

EXPLOSIVES, FIREWORKS AND WEAPONS

Fireworks, chemicals, gasoline, other explosives and any weapons that could inflict bodily harm or result in disturbances of the peace are prohibited in the residence halls and on the University campus. Facsimiles, including waterguns and airguns, are also prohibited on campus. The prohibition applies to all persons, students, faculty, staff and campus visitors, and it applies to all areas of the University. Texas law states that possession of firearms, illegal knives, clubs or prohibited weapons

on a college campus is a third degree felony. Any student found in possession of any of these weapons is subject to disciplinary action, removed from the residence hall and/or arrest. Storage or use of chemicals that generate EPA regulated classified wastes (this includes photography development) or controlled substances are prohibited in the residence halls.

FIRE ALARMS AND FIRE SAFETY EQUIPMENT

Residents and their guests must evacuate the building and comply with staff instructions any time a fire alarm sounds. By order of the State Fire Marshal, fire drills will be conducted on a regular basis by Residence Life staff. Failure to evacuate will result in disciplinary action, including a fine.

Tampering with fire and safety equipment or setting off a false alarm is a violation of State law and University regulations and will result in University disciplinary action, including fines and removal from the hall and/or possible legal action. Tampering is defined as any action that may damage or interfere with the normal functioning of the fire and life safety system. Tampering includes, but is not limited to, the following:

Disconnecting, intentionally damaging, covering or vandalizing in any way smoke detectors, fire sprinklers, alarm horns, pull stations, fire extinguishers, door closers or exit signs. Covering or hanging anything on fire sprinkler heads or pipes is NOT permitted at any time.

Any malfunction of fire safety equipment, including room smoke detectors or fire sprinkler equipment, should be immediately reported to your area desk. The Division of Housing and Food Service is committed to the prevention of tampering with fire safety equipment and will work with staff, students and University Police to identify responsible individuals. All students with information that can assist in the investigation are encouraged to contact a residence hall staff member or the University Police. If and when necessary, a reward may be offered to the person(s) with information that leads to the identification of the responsible person. Reward information will be posted in the residence hall.

FIRE AND LIFE SAFETY VIOLATIONS

Tampering with fire and life safety equipment is considered a Class A Misdemeanor subject to fines and imprisonment. At a minimum, students found responsible for tampering with fire and life safety equipment or found in violation of fire and life safety policies are subject to the penalties listed in the box to the right. This can include disciplinary action up to removal from the residence hall, fines and possible legal action.

VIOLATION	FINE
Tampering with Fire Sprinkler System Includes false activation of sprinkler head or obstructing proper operation of sprinkler head. Examples of obstructing proper operation include placing or storing items within 12" of sprinkler head (including sprinkler heads in closet), and covering or hanging items from sprinkler head	$100 fine plus damage costs
or hanging items from soffit (sprinkler pipe covering) or placing items on top of the soffit	$25 fine
Setting off a False Alarm	Minimum of $1,000 fine
Failure to Evacuate During a Fire Alarm	$50 fine
Banned Objects [Refer to Appliance Policy (p. 14), Candles, Incense and Smoking Policy (p. 14), Electrical Extensions Policy (p. 14) and Explosives, Fireworks and Weapons Policy (p. 14), Halogen Lamp Policy (p. 16)].	$50 fine per item
Smoking Indoors or in other designated no-smoking areas	$50 fine
Obstructing a route of fire egress	$50 fine
Tampering with fire safety equipment (including, but not limited to, smoke detectors, sprinkler system valves, fire extinguishers, fire hoses, alarm horns, fire doors, door closers, safety-related signage or exit signs)	$100 fine plus damage costs
Starting a Fire Having an open flame or setting fire to any object within the residence hall or within immediate surroundings outside any residence hall (except outdoor smoking and grilling).	Minimum of $100 fine plus damage costs

NOTICE: SENATE BILL 1334

Tenant shall not disconnect or intentionally damage a smoke detector or remove the battery from a smoke detector without immediately replacing it with a working battery. Tenant may be subject to damages, civil penalties, and attorney's fees under Section 92.2611 of the Texas Property Code for not complying with the foregoing notice.

FIRE SPRINKLER SYSTEM

The following safety information pertains to halls with fire sprinklers. To ensure proper functioning of the sprinkler system, observe the following:

- Items should not be hung or attached to the sprinkler head or piping.
- Sprinkler heads should never be obstructed or tampered with in any manner.
- Items should not be hung or stored within 12 inches of the sprinkler head.
- Balls, Frisbees and other items that can damage the sprinkler head are not to be thrown in rooms, hallways or other public areas.

Tampering with the fire sprinkler system is a violation of State law and University regulations and will result in University disciplinary action, including fines and removal from the hall and/or possible legal action. Residents who tamper with the fire sprinkler system and cause damage

will be subject to disciplinary action, a fine and all costs to repair the system. Residents who tamper with the sprinkler system and cause a sprinkler head to activate will be subject to disciplinary action, including fines and possible removal from the hall, and also be responsible for all damages to resident and University property.

HEALTH, FIRE AND LIFE SAFETY INSPECTIONS

To ensure safety policies are followed, the Division of Housing and Food Service conducts monthly health, fire and life safety inspections of residence hall rooms. Room inspections are conducted by Residence Life staff, Building Service personnel or the University Fire Marshal. Inspections will look for the following:

- Prohibited items
- Tampering with fire equipment
- Mold, mildew, trash and debris
- Proper functioning of fire equipment
- Maintenance related items
- Obstructed route of egress
- Safety related signage

LIGHTING

Halogen lamps consuming more than 120 watts of power are not permitted in the residence halls. This includes most torchère-type fixtures. Students found in violation of this policy will be directed to immediately remove the prohibited item and be subject to disciplinary action, including a fine.

SMOKE DETECTORS

Smoke detector malfunctions should be reported immediately. If your smoke detector emits a short beep in a regularly timed pattern, your smoke detector needs to be serviced. Fill out an MRF to have the unit serviced.

STUDENT BEHAVIOR

Residence hall living is a unique experience and residents are expected to be considerate of the rights of others and will be held accountable for assuming the responsibilities of citizenship within the residence hall community. The following guidelines and regulations are set to help protect the rights of all residents and to promote a positive environment.

Violations of community policies may necessitate disciplinary action. In addition to the rights and responsibilities outlined, every student is responsible for complying with all standards of conduct as stated in the "Institutional Rules on Student Services and Activities, Appendix C" of the **General Information** bulletin.

The following behavior will result in disciplinary action:

- Failure to comply with the directions of a University official, including a residence hall staff member acting in an official capacity
- Violations of University and residence hall policies and procedures
- Providing false information or identification to a University official
- Aiding or encouraging others to violate hall policies
- Failure to provide an official ID card upon request of any staff member

You may at times, question policies or the means of implementation. If so, you should voice your dissent through proper channels, such as an appointment with your Hall or Area Coordinator. Questions on policy can also be addressed to your Residence Hall Association representative.

SUMMARY OF THE JUDICIAL PROCESS

All alleged behavior or conduct by residents that is disruptive to or at variance with residence hall or University regulations and standards will be referred to the Hall Coordinator of that area. In most cases, the Hall Coordinator will send the resident a notice of a Student Judicial Board hearing that will take place within two weeks. This notice also gives the student the opportunity to accept or deny responsibility for the alleged behavior. The notice must be returned to the Hall Coordinator within three days.

Judicial Board Hearing

At the Student Judicial Board hearing, the student(s) and the author of the report, plus any witnesses provided by both parties, will present their facts to the Board and respond to the questions from the Board, who will decide responsibility and assess any necessary sanctions. The Board is composed entirely of student volunteers who live in their respective areas (Waller Creek Residence Halls, Whitis Residence Halls or Jester Center).

Administrative Hearing

If the student chooses an administrative hearing, the Hall Coordinator or other hearing officer will meet with the student one-on-one and hear the facts of the alleged violation. The Hall Coordinator will review the facts and decide whether or not the resident is in violation. With an administrative hearing, the alleged violator does not retain the right to hear all testimony or call witnesses as with the Student Judicial Board.

In either case, the resident will be advised of any sanctions verbally by the Board or by the Hall Coordinator. This will be followed up in writing within 48 hours of the decision. Violations of University policy, or

severe residence hall violations, are usually referred to the Area Coordinator's office or to the Office of the Dean of Students. The Hall Coordinator and the Board retain the right to refer any case to the Area Coordinator. A resident has the right to appeal any decision. Appeals must be filed in writing within 48 hours of the original decision.

ALCOHOL

Alcoholic beverages may be consumed and stored in resident rooms if all occupants are 21 years of age or older. Drinking is not permitted in hallways, lounges, lobbies or other public areas of the residence halls. Alcohol is not permitted at any University Residence Hall sponsored program or event. Large containers or volumes of alcohol are not permitted in the University Residence Halls. This includes kegs, party balls, and other containers more than one gallon or a case or more of alcohol. Empty alcohol containers will be viewed as evidence of consumption and may subject individuals to the University disciplinary process.

Providing alcohol to individuals under 21 years of age or possession of alcohol by individuals under age 21 are violations of criminal law and University policy. Violators may be subject to University disciplinary processes, referral to an Alcohol and Drug Education program, and criminal court action.

Any resident of legal age who transports alcohol within a residence hall must use a closed, opaque container. Responsible use of alcohol is expected. Residents found to be intoxicated or potentially harmful to themselves or others may be detained for assessment before being allowed into the residence hall. Residents who are found to be intoxicated are subject to disciplinary action.

CONSERVATION

To keep rent at a reasonable level, everyone should help to reduce the consumption of gas, electricity and water. What can you do to conserve energy at home and on campus?

- Turn off lights when not in use.
- Turn off unneeded equipment.
- Maintain room temperatures at around 75 degrees in the summer and 70 degrees in winter.
- Keep doors and windows closed at all times.
- Turn off your computer, monitor and printer when you leave home or the office for more than two hours.
- Configure your computer to go into low power or sleep mode when not in use.
- Do not use screensavers since this defeats the sleep mode.
- Immediately report maintenance problems that involve energy or water usage (e.g., heater or air conditioner that will not shut off, leaky faucet, etc.).
- Keep window blinds and curtains closed.
- Use as little water as possible when washing or bathing.
- Do not leave the water running while brushing your teeth, as you can use several gallons of water at one time.

COURTESY AND QUIET HOURS

Quiet hours are enforced in all residence halls from 10 p.m.–9 a.m. The noise level during these hours should be such that if the room door is closed, a person walking down the hall could not hear anything. Beginning the week before finals through the end of finals, a 24-hour quiet period is expected. It is essential that residents' needs for sleep and study are particularly respected during final exams.

At all times, courtesy hours are in effect. For a community atmosphere to develop and flourish, residents must show respect and courtesy toward each other. This particularly applies to requests made of you by other residents concerning noise reduction or other community concerns. Students who continuously fail to maintain appropriate quiet hours standards may be reassigned to another area and may have disciplinary action taken.

DINING CENTER

It is your responsibility to conduct yourself in a mature manner at all times while in the dining center. Your cooperation is fully appreciated by your fellow residents. Meals served in the Kinsolving and Jester Second Floor dining centers are all-you-care-to-eat; however, all food items must be eaten in the dining center. Use the tongs provided; do not handle food with your hands. Only items that you are eating may be carried out of the dining center (e.g., ice cream).

You can help dining center staff provide better service by bussing your own tray, including disposing of paper waste in the trash receptacles and

JEREMY PALAFOX

Senior, 21
Jester West RA
Fort Worth, Texas
Public Relations

What do you do for fun?
I love Austin! Getting to know this city has been one of my favorite things to do here. I also love UT football games, going to the movies, getting involved on campus, chilling with friends, participating in Texas Revue and laughing. Laughing is, hands down, the best thing in the world!

What advice would you offer freshman on surviving the first year?
I have four words for every fresman: **Give UT a semester!** UT is a big place, and it seems even bigger your first semester. Get acquainted with **everything** and find your own niche and rhythm. Find out what works for you and figure out how to balance school with friends and fun. After the first semester, college is smooth sailing — trust me!

What should every freshman see or visit in Austin?
Sixth Street (be careful!), Mt. Bonnell, the 360 Bridge, the Congress Avenue bats, the hills in North Austin, a jog around Town Lake and dinner outside at Hula Hut.

putting silverware in the containers provided. Please pick up newspapers and reading materials. Tables and chairs should not be rearranged, and should be returned to the original position when you finish your meal. Shirts and shoes must be worn in the dining center. Creating unnecessary mess, not properly bussing trays and wasting food increases staff and food costs. If you see a diner engaging in these behaviors, please ask them to stop, or notify a dining center supervisor or RA.

DRUGS

The possession or use of illegal drugs or drug paraphernalia is prohibited in or about the residence halls and is considered a serious violation of University regulations and expectations. The possession or use of illegal drugs may result in suspension from the University or suspension of other rights and privileges.

Any student in violation of the University's regulations due to drug use or possession who is not suspended or expelled should expect, at minimum, to lose the privilege of living in and even entering the residence halls. Since the possession or use of illegal drugs is a violation of criminal law, it is possible for the violator to be subject to criminal court action.

GAMBLING

Gambling restrictions established by civil statutes and the rules and regulations of the Board of Regents are enforced in the residence halls.

HARASSMENT

Members of an educational community should adhere to standards of civility and good taste that reflect mutual respect. A respectful environment is free of harassment, violence and verbal abuse. Threats of violence as well as other acts or communications intended to intimidate, harass or annoy are prohibited. It is the policy of The University of Texas to maintain an educational environment free from harassment and intimidation.

In an effort to foster an environment free from harassment and intimidation, Residence Life is committed to combating acts of racism, sexism, heterosexism, ageism, ableism and any other force that seeks to suppress another individual or group of individuals. When acts of harassment or intimidation occur in the residence hall environment, the Residence Life staff, in conjunction with the Residence Hall Association, will lead a floor or hall meeting to discuss the incident and decide as a community appropriate steps that need to be taken to address the incident.

PERSONAL RESPONSIBILITY

You will be held responsible for any activities or damages that occur in your assigned room. You are also responsible for your guest's behavior as outlined in the Guest Policy. You are responsible for respecting the rights of your roommate. You also have the right and responsibility to confront others, in a polite manner, who are violating residence hall or University policy, especially if the individuals are not residents. It is also your responsibility to report violations of University or residence hall regulations. Personal responsibility includes:

- Reporting damages to your RA, immediately.
- Treating residence hall property with as much respect as you would your own home.
- Speaking up and discouraging others from behaving irresponsibly in your hall.
- Encouraging a positive floor that builds "community spirit" emphasizing concern and respect for others.

PRANKS

Pranks are considered a serious offense to community living. Individual or group activities that result in disturbances or distress to others, or that cause damage or destruction to property, are prohibited. Using or attempting to use University property in a manner inconsistent with its designated purpose is also prohibited.

VANDALISM

Your active involvement in reducing damages within your community is encouraged as this damage may cause injury, inconvenience to other members of the community and reduce the amount of money available for hall improvements. Vandalism includes, but is not limited to, damaging residence hall property, graffiti, placing trash in the hallways, damaging bulletin boards and other destructive activities not appropriate for the residence hall community.

When responsible individuals cannot be identified, the community may be charged the cost to repair the vandalism. If and when necessary, a reward may be offered to the person(s) with information that leads to the identification of the responsible person. Reward information will be posted in the residence hall.

WELFARE CONCERN

Residence hall staff may require a meeting with a resident transported to the hospital for safety or health concerns. The meeting will occur as soon as possible after the resident has returned to the halls.

WINDOWS AND SCREENS

Windows and screens may not be used to display advertisements, posters or clothing. Window screens may not be removed. Removal and replacement of screens is often dangerous, and a charge will be assessed for reinstallation or replacement. Throwing things out of windows or using your window for an entry or exit from your room will result in referral through the disciplinary process with possible removal from the residence halls.

Opening windows is a safety and security risk. For reasons of safety and security, windows in buildings are not to be opened unless authorized. A $10 charge will be assessed for windows opened in violation of this policy. Any malfunction of the air conditioning system should be reported immediately to your residence hall office. The air conditioning maintenance personnel report to the unit offices on a regular basis to receive your reports. Adjustments in the air conditioning are made daily, Monday through Friday.

DISTRIBUTION OF INFORMATION

The Division of Housing and Food Service recognizes the need to provide information to the residence hall community while maintaining maximum privacy and minimum interference with the residence hall community.

CAMPAIGNING AND ELECTION ACTIVITIES

Speakers' forums on political issues may be held in designated public areas of residence halls when co-sponsored by the Residence Hall Association. Only registered student organizations can sponsor advertisements in University Residence Halls on behalf of a specific candidate, local, State or national political office. Organizations may not campaign in public areas of the halls or door-to-door.

INFORMATION CHANNEL

Division of Housing and Food Service staff members, Residence Hall Associations, University departments and registered student organizations may advertise on the Division Information Channel. Registered student organizations can contact the Production Assistant for rates and information, 471-1767. Postings may not violate any State or federal law, or University regulation, including solicitation.

POSTING

Two 8.5" x 11" flyers (usually used to identify the residents of the room) are allowed on each room door. Two 8.5" x 11" flyers concerning University and residence hall policies are allowed on doors leading from "public" areas (e.g., main thoroughfares, leading from main building entrances or elevator landings) to "private" areas (e.g., residential living area hallways.) Two 8.5" x 11" flyers for pertinent announcements, policies, deadlines, etc., are allowed on community bathroom doors.

Floor bulletin boards are for use by the RA and Residence Hall Association. With approval of the area desk, registered student organizations may post signs on bulletin boards located in the public lobbies of each residence hall. Alcohol may not be mentioned or represented in any way. The name and phone number of the contact person should be on the back of each sign.

Signs may not violate any State or federal law, or University regulation, including solicitation.

SOLICITATION

Solicitation (including non-commercial solicitation), political campaigning, selling, or any business activity in the residence halls or dining rooms is not permitted unless specifically authorized. Invited, non-disruptive solicitation conducted in an individual residence hall room is permitted. Section 10-501 of the **General Information** bulletin further defines permissible solicitation.

STUDENT ADVOCACY

A student or student organization not affiliated with the URHA may not distribute petitions, handbills or literature in any residence hall or dining room. Residence Hall Associations may distribute information with approval. Section 10-300 of the **General Information** bulletin further defines student advocacy.

SURVEYS

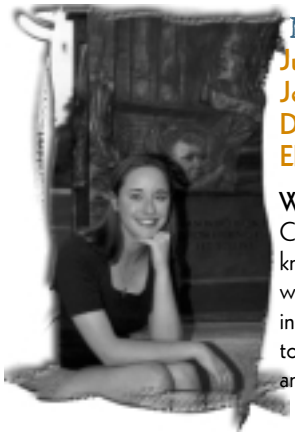
The Division must approve all research studies involving surveys of residence hall students. Ask your RA if the survey has been approved before completing. If you encounter violations of this policy, please notify your RA or any other housing staff member. The Division has no control over random telephone surveys or those mailed through the U.S. Postal Service.

TABLE TENTS

Table tents are limited to Division staff or Residence Hall Association sponsored or co-sponsored programs. Individuals or non-resident student organizations may not advertise on table tents.

USE OF CAMPUS MAILBOXES

Mailboxes are provided for distribution of U.S. Mail, Campus Mail and official residence hall announcements. Residence Hall Associations may request permission to distribute information from the Area Coordinator. Individual students and non-resident student organizations may not request information to be distributed.



MELISSA GARRETT

Junior, 20
Jester Lower East RA
Danbury, Texas
Elementary Education

Why live in a residence hall?
Coming from a town of 1,700 and knowing only one person at UT, I wanted to get integrated quickly. Living in the dorms gave me the opportunity to meet people from various cultures and backgrounds. Plus, living close to my 8 a.m. classes wasn't so bad!

What should incoming freshmen expect the first year in the dorm?
It's a cliche, but you should definitely expect diversity. You will live on a floor with dozens of strangers, all from different parts of the state and country.

You will encounter certain things that may make you uncomfortable, angry, confused, interested . . . Compromise is needed to make the living situation the best it can be. Take a minute and learn from different people; not all life's lessons are learned in the classroom.

What makes you fit the role of an RA?
I am an encouraging and enthusiastic person. I love learning about other people and helping others to understand differences. I'm a fair person and listen to individual circumstances. I've been at UT for two years and can help first-year students learn their way around UT.

"Everyone should visit Mt. Bonnell. Its beautiful and very peaceful. The sunsets are amazing and it's a good date place."

HOUSING CONTRACTS & BILLING

HOUSING CONTRACTS

Your contract is the document you signed to reserve space in the residence halls. It is a legally binding contract containing important information, so be sure to read it carefully. Here are a few important business details, some of which come from your contract.

Residence halls will close at 9 a.m. the day following the last day of final examinations of the spring semester. Students graduating at the end of the spring semester will be provided housing without additional charge until 9 a.m. the day following commencement, if a written request is given to the Area Coordinator by 5 p.m., the first day of scheduled examinations. After that date, requests will be accepted if space is available. No meals will be provided and all housing will be in consolidated areas.

MEALS CONTRACTS

The Dining $$$ portion of your contract can be added to at any time. You may change your meal plan in the fall semester until Sept. 22 or in the spring semester until Feb. 22.

ROMINA PIERSANTI

Junior, 20
Kinsolving South RA
Dallas, Texas
Marketing and French

Why live in a residence hall?
It is **so** convenient. Where else can you swipe your ID and suddenly food appears? Where else can you wake up 15 minutes before class starts and still make it on time? And where else can you find someone awake, besides you, in the wee hours of the night when studying for those tests?

How would you describe the RA's role in the dorm?
It's a mixture of many roles, but I think the primary role is that of a friend — not necessarily best friend, but someone you can trust, someone you can share a laugh with, someone you can complain to/with and someone who looks out for you. In that role, many others are encompassed, like resource person, disciplinarian, etc.

What makes you fit the role of an RA?
I enjoy people. I enjoy learning about our differences, our similarities, etc., and basically just getting to know others. And that's really what this job is all about. When you get to know a person, respect is built, and respect is key to any living environment — especially one where you share a bathroom with 40 girls.

Find your balance — it is possible to have fun and still maintain a good GPA, really!

RELEASE FROM HOUSING CONTRACT

The residence hall system is self-supporting and receives no State or University monies. Therefore, the Division of Housing and Food Service strives to maintain maximum occupancy so that room and meal costs can be kept to a minimum. The Terms and Conditions of the contract should be reviewed for specific details. If you leave the residence halls, you are still liable for all room and board charges per the Terms and Conditions of your contract. If you have additional questions, contact, the Housing Reservations.

BILL PAYMENTS

Room and meal statements will be placed in your mailbox. For your convenience, payments by check, money order and Visa or MasterCard may be placed in lock boxes located at the Kinsolving Desk, the Jester West Desk and the Division of Housing and Food Service Office (Kinsolving entrance, West Dean Keeton St.). Checks should be made payable to The University of Texas at Austin. For your convenience, payments by MasterCard or Visa may be made on-line at the University "What I Owe" page. Access the page through a link on the University Housing Website at:

http://www.utexas.edu/student/housing/

You can print a receipt for your records. This eliminates the need to return your payment coupon, stand in line or call our office to pay your housing bills. With this enhancement to the payment system, the Division of Housing and Food Service Accounting Section no longer accepts credit card payments at the cashier windows. Cash payments must be made in person at the Bursar's Office, Main Building, Room 8 or the the Division of Housing and Food Service Accounting Section. For more information, please check the back of your statement.

If your financial assistance is greater than your required tuition and fees, the balance is used to pay your semesterly on-campus housing charges. Remaining funds after your University bills are paid will be released to you either by direct deposit or check. Payments are due on or before the payment dates listed on your statement. Failure to receive a salary, loan or scholarship check from the University does not excuse payment of a late fee on a delinquent bill. If payment is to be late, contact the Division of Housing and Food Service Accounting Section, 200 W. Dean Keeton St., 471-5033.

Failure to pay on a timely basis results in your records being barred, possible suspension of meals service, possible eviction and referral of your account for collection, with an added assessment of 33.3 percent. If meals are suspended, you remain responsible for the full contract charges. Normally, once a record is barred, the bar will not be lifted until the account is made current. An account must be paid in full by cash, cashier's check or money order to lift a bar prior to a registration period. A $10 late-payment charge will be assessed on the unpaid

HOUSING CONTRACTS & BILLING

balance, if payment is made after the payment dates printed on the University Residence Halls bill.

Failure to receive a bill does not relieve you of the responsibility of paying by the deadline. If you do not receive a bill by the payment date outlined, you are responsible for requesting the amount due from the Division of Housing and Food Service Office Accounting Section, 200 W. Dean Keeton St., and paying by the due date. The **On-Campus Advantage**, a newsletter published by the Division of Housing and Food Service, is supplied with your statement to remind you of dates and information you need to know.

ROOM CHANGE

Each student living in the University Residence Halls is expected to respect individual rights and follow community living standards. The Division of Housing and Food Service is responsible for approving all assignments and reserves the right to reassign individuals to other rooms or residence halls in event of roommate conflict, pending disciplinary action and non-compliance with University regulations. Unauthorized room changes are subject to improper check-out charges and cancellation of the move.

Your RA is available to discuss room assignment problems and future room change requests. Room change requests during the semester must be submitted through your RA and be approved by your Hall Coordinator. Approved room changes must be completed within 48 hours or move may be cancelled or resident will be charged for both rooms. Except for extenuating circumstances, no room changes are made during the first 12 days of a new semester or the last two weeks of a session.

Students wishing to change rooms at the end of the fall semester may submit requests to the Division Office by November 15. Once a room change has been requested and processed, the resident must vacate the current room prior to departing for the semester break. Failure to do so may result in charges for both rooms. Changes will be processed as space allows. Room consolidation may occur at the beginning of each semester.

RETURNED CHECKS

Students whose checks are returned will be assessed a $25 fee by the University. All returned checks are processed at the Bursar's Office, Main Building, Room 8, 475-7984.

SAFETY INFORMATION

STUDENT RESPONSIBILITY

Though University departments such as the Division of Housing and Food Service and the University Police have instituted safety and security policies and services, your personal safety and security is largely up to you. Security information is available in many University offices. When you fail to take precautions, you are putting yourself at risk. An awareness of the environment and your surroundings is the best place to start. We will continue to develop and implement security, but these measures cannot succeed without the personal support of each student. You must take responsibility for your safety.

UNIVERSITY POLICE DEPARTMENT SERVICES

The University of Texas at Austin Police Department (UTPD) is located at 2201 East Campus Drive in the University Police Building. The department has 68 commissioned officers and a total of 197 employees. Their mission is to provide the campus with a safe and secure environment to facilitate the education process. They are fully empowered by the State and have authority to stop vehicles, make arrests and enforce all laws.

Criminal Investigation Division, Records, Administrative Unit, Crime Prevention and Field Operations (Patrol) are all part of the University Police Department. The Crime Prevention Unit is a campus resource center providing crime prevention and safety awareness programs to the University community. Its services include information, pamphlets, presentations on security, personal safety and property protection.

SAFETY SERVICES

- Engravers to mark your property
- Sexual assault prevention programs
- Residence hall safety watch programs
- Crime prevention programs for the disabled. In addition, two program brochures have been transcribed into Braille.
- Campus Escort Van operates at night (during library hours) to libraries and residence halls
- Free, mandatory bicycle registration is available Wednesdays from 9 a.m.–4:30 p.m., on the west side of the Gregory Gym.
- 41 Police Help direct phone lines are located throughout the main campus for emergency services. Look for the yellow call boxes with a blue light on top.

SAFETY IN THE HALLS

Night Supervisors are full- or part-time staff who monitor the residence halls after guest hours. They also report suspicious activity and provide

assistance. Resident Assistants are student staff assigned to live in residential areas to ensure that concerned and trained staff are readily available to answer questions concerning safety and security, assist individual residents as needed, and assist in enforcing University and Residence Hall policies. The Escort Policy requires that a resident accompany visitors during guest hours, except in designated public areas. This applies to visitors from different residence halls, as well as off-campus.

Lighting at the entrances is turned on from dusk until daylight to provide a well-lit area for residents returning home after dark. Emergency lighting is available in all residence halls. In case of a power failure, the emergency lighting will operate automatically. Locked doors to hallways, bathrooms and access from the outside should never be propped, the lock disabled in any form, or the door held open for an unknown person. This creates a safety risk to all residents. For your protection, tell your roommate or RA about unusual destinations and expected times of return. Security programming is provided throughout the year. It is coordinated by residence hall staff and includes programs such as fire-safety drills, personal safety, rape awareness speakers and vandalism reduction programs. Viewers (peepholes) are installed in all residents' doors.

UTPD REMINDERS

Internet
http://www.utexas.edu/admin/utpd/

Location
2201 East Campus Drive,
Behind Royal-Memorial Stadium

Mission
To promote an environment of safety and security for the educational process at The University of Texas at Austin.

Numbers
On-campus or city emergency: 911
Non-emergency: 471-4441

RESIDENCE HALL FIRE SAFETY

Know your way out. Each student room has a fire escape plan and instructions on the back of the door. Review this plan and walk down the hallway and find the closest fire exits and fire safety equipment. A map listing evacuation routes is located on the inside of your room door. It is a violation to cover up the instructions and evacuation map with any item.

Fire extinguishers are located throughout each hallway in buildings without sprinkler systems. If you must use them, direct their stream toward the base of the fire. Do not place yourself in danger trying to put out a fire. Smoke detectors are located in each resident's room. Do not hang things from them. Report any that need repair. For more information on smoke detectors, see page 16.

FIRE ALARM PULL STATIONS

Upon seeing smoke or flames, go to the nearest fire pull station, activate the alarm, and evacuate the building. Setting off a false alarm is a violation of State law and University regulations and will result in University disciplinary action, including fines and removal from the hall and/or possible legal action.

EMERGENCY EVACUATION

If there is a need to evacuate the building, students will be alerted through either the fire alarm system (for fires), or through the intercom system (for other emergencies requiring evacuation of the area). Every time the fire alarm system and/or intercom system is activated, students must immediately evacuate. Upon hearing the fire alarm and/or evacuation instructions over the intercom, students should put on appropriate clothing for outside weather conditions, turn off room lights and lock the room door. If smoke is visible, students should take a dampened towel to cover mouth and nose.

Calmly and quietly follow the nearest illuminated exit sign to the building exit. Do not use elevators for evacuation. Proceed to a safe zone. Watch out for prevailing winds to avoid smoke and burning embers that may exist. Stay off the streets to allow easy access to the building by emergency personnel. Failure to evacuate could result in serious injury and will result in a disciplinary referral to the Office of the Dean of Students.

EVACUATION ASSISTANCE

Residence Life staff will provide a confidential list of students needing assistance during evacuations to fire safety and police personnel. Students may request in writing to the area desk to be added or removed from this list at any time during the year.

JESTER EAST AND JESTER WEST EVACUATION AREAS

- If exiting on the west side of Jester, proceed across Speedway to the lawn by the George Sanchez Education Building (SZB).
- If exiting on the south side of Jester, proceed across Jester Circle Drive and go to the parking lot/garage area.
- If exiting the east side of Jester, proceed across Jester Circle Drive and go to the courtyard by Prather.
- If exiting the north side of Jester, proceed across 21st Street to the area in front of Gregory Gym.

WALLER CREEK EVACUATION AREAS

Simkins Evacuation Areas

- If exiting on the west side of Simkins, proceed across the bridge to the volleyball court area.
- If exiting on the east side of Simkins, proceed to the parking lot (garage) area.

Brackenridge/Roberts Evacuation Areas:

- If exiting on the north side of Brackenridge/Roberts, proceed across 21st Street to Moore-Hill.
- If exiting on the south side of Brackenridge/Roberts, proceed to the Prather side of the courtyard.

Prather Evacuation Areas:

- If exiting on the north side of Prather, proceed to the Brackenridge/Roberts side of the courtyard.
- If exiting on the west side of Prather, proceed across Jester Circle Drive to the parking lot/garage area.

Moore-Hill Evacuation Areas:

- If exiting on the south side of Moore-Hill, proceed across 21st Street to Brackenridge/Roberts.

- If exiting the west side of Moore-Hill, proceed to the parking lot by the ROTC Rifle Range.

SAN JACINTO HALL EVACUATION AREAS

ADA rooms in San Jacinto Hall are considered safe refuge areas for students who may need assistance during an emergency evacuation. Students should contact the San Jacinto Desk to request assistance during emergency evacuations. Only students who have made arrangements may use the room as a refuge during an alarm.

- If exiting on the north side of San Jacinto, proceed across 21st Street to the area in front of Moore-Hill.
- If exiting on the west side of San Jacinto (main entrance), proceed across the plaza to the Brackenridge-Roberts courtyard.
- If exiting on the west side of San Jacinto (south tower), proceed across Jester Circle drive to the grassy areas south of Jester.
- If exiting on the east side of San Jacinto, proceed south along the creek to the grassy area of Clark Field.
- If exiting on the south side of San Jacinto, proceed to the grassy area of Clark Field.

WHITIS EVACUATION AREAS

Blanton Evacuation Areas

- If exiting the west side of Blanton, proceed to the side of the quad that is away from the fire.
- If exiting the east side of Blanton, proceed across University Avenue to Burdine.

Littlefield Evacuation Area

- If exiting the north side of Littlefield, proceed across Dean Keeton to Kinsolving.
- If exiting the south side of Littlefield, proceed to the side of the quad that is away from the fire.

Andrews/Carothers Evacuation Areas

- If exiting the west side of Carothers proceed across Whitis to the Communications Building.
- If exiting the east side of Carothers, proceed to the side of the quad that is away from the fire.
- If exiting the south side of Andrews, proceed to the area near the Geography Building.
- If exiting the north side of Andrews, proceed to the side of the quad that is away from the fire.

Kinsolving Evacuation Areas

- If exiting the south side of Kinsolving, proceed across Dean Keeton to Littlefield.
- If exiting the north side of Kinsolving, proceed to the church parking lot area.
- If exiting the east side of Kinsolving, proceed across University Avenue to the area in front of the Student Services Building.
- If exiting the west side of Kinsolving, proceed across Whitis to the parking lot.

Living Learning Hall and Student Heritage Houses

- Exit the building and proceed through the courtyard or alley toward Whitis Avenue.
- Proceed across Whitis Avenue to sidewalk in front of Kinsolving.

RESIDENCE HALL FIRE HAZARDS

Flame: Candles and incense are not allowed in the residence halls.

Lighting: Lamps or portable lighting should not be covered with any materials as this poses a fire hazard.

Decorations: Some decorations ignite easily and allow a fire to spread rapidly. These include holiday decorations, large posters, filmy curtains and flammables. Holiday lights are prohibited by order of the State Fire Marshal (see Decorations, page 14).

Trash: Accumulations of trash and newspapers, especially in corridors and stairways, are fire hazards. Never dispose of hot or lit items in the trash. Place your garbage in the trash room on your floor.

Flammable liquids: Common materials like paint and hair spray can be fire hazards if they are handled improperly.

Appliances: The appliances in your room, such as popcorn poppers, electric blankets, irons, hair dryers, etc., can be dangerous if mishandled. All should be unplugged when not in use. No extension cords are permitted at any time. For more information on multi-plug strips, see page 14.

ASBESTOS AND LEAD-BASED PAINT

Some areas in the residence halls have asbestos-containing materials (ACM) and lead-based paint present. Jester Center, the Living

NILES MARCHAND

Senior, 22
Jester East RA
Gent, Belgium
Management Information Systems

What do you do for fun? Hobbies?
Anything outdoors — frisbee golf, beach volleyball, Barton Springs, UT sporting events and hanging out with friends. Hobbies include tile mosaic, camping and learning to play the guitar

What advice would you offer freshman on surviving their first year?
Look through the list of student organizations and get involved. Move outside your safety bubble and put yourself in new and what may seem like unfomfortable situations. It will make you a better person.

What should incoming freshmen expect the first year in the dorm?
Culture shocks, late nights and that sweet smell of Jester.

What is one thing at UT every freshman should see and/or visit?
A UT football game(wear your orange shirt).

What makes you fit the role of an RA?
I'm very open to new things and care about people. I know what it's like to not be ready for college, so I've been at both ends of the spectrum.

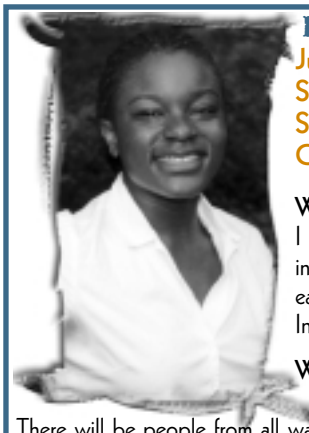
Learning Hall and the on-campus Student Heritage Housing, Inc., units have a low percentage of ACM present in the ceiling texture. Most of the other residence halls have intact ACM associated with floor tile and pipe insulation.

Lead-based paint may be present in door frames, window frames or other painted surfaces. Students should not disturb sprayed-on ceiling materials, drill holes in walls or the ceiling, or otherwise disturb room finishes and pipe insulation. If cracked or deteriorated materials are present in a room, turn in an MRF. It will be determined if asbestos or lead-based paint is present and, if so, what measures are needed to correct the situation.

ACM and lead-based paint are managed by the University's Office of Environmental Health and Safety (EHS) Operation and Maintenance Program. Any questions concerning asbestos material or lead-based paint, locations and hazards should be referred to the University's EHS Office at 471-3511.

OBSCENE PHONE CALLS

The best response to an obscene phone call is to hang up. Do not try to find out who the caller is, even if you think it's just a friend playing a joke. If calls occur repeatedly, keep a log of when the call was received, exactly what was said by both parties and a description of the voice (e.g., young, old, hoarse, an accent, etc.). Report obscene phone calls to your RA and to the University Police at 471-4441.



IFEOMA "IFFY" ODITA

Junior, 19
San Jacinto RA
Shreveport, Louisiana
Child Development (Premed)

What do you do for fun?
I enjoy listening to music, talking, reading, traveling, watching movies, painting, eating and sleeping. I love singing with Innervisions Gospel Choir.

What should incoming freshmen expect the first year in the hall?
There will be people from all walks of life living around you during your first year in the dorm. Learn from these encounters!

What would you like to emphasize to returning students?
Although you are veterans in dorm life, don't exclude yourself from meeting new people, participating in dorm activities and abiding with DHFS policies.

What should every freshman at UT see and/or visit?
The Architectural Library and the wonderful fountains on campus.

What should every freshman do at least once in Austin?
Eat at Thai Noodle House behind the 7-11 on the drag.

"Do not conform any longer to the pattern of this world, but be transformed by the renewing in your mind." — Romans 12:2

If obscene phone calls persist and both roommates agree, you may request a phone number change. The steps for doing this are 1) complete an Information Report with your RA, 2) make a Police Report, and 3) request that your phone number be restricted through the Registrar's Office. Once these steps have been completed, your Hall Coordinator may submit the phone number change request.

USING ELEVATORS

- If someone in the elevator with you makes you feel uneasy, get off at the next floor.
- If you are accosted in an elevator, hit the alarm button and as many floor buttons as possible.
- Report incidents to your RA and the University Police immediately.

Upon becoming stuck in the elevator, use the elevator phone to contact the desk and notify them of the elevator problem. Inform the desk staff member which elevator is stuck. The elevator number is located on the inside panel of the elevator. Inform the desk staff member on which floor the elevator is stuck, and how many people are inside the elevator. Desk staff will notify emergency personnel of the problem. Wait for emergency staff assistance. Remain calm. Do not attempt to pry the elevator doors open.

SIGNS OF CRIME

The following situations may indicate criminal activity and should be reported to your Residence Hall Staff and University Police:

- A scream or call for help
- A strange, unescorted person on your floor
- A broken window
- Seeing someone you do not know or recognize:
  1. Entering your neighbor's room
  2. Entering an office or lab with no apparent business to transact
  3. Loitering in a parking lot, near your residence hall, or work area
  4. Carrying two bicycles
  5. Trying to break or pry a car window

SAFETY ON CAMPUS

- Lock your door whenever you leave. Take your keys with you, even if you'll be gone a short while.
- Keep all doors locked when you are sleeping.
- Never lend out your keys or leave your door unlocked for a friend.
- When walking, avoid dark, vacant or deserted areas. If you are followed or see suspicious activity, move to a lighted building or area and raise a commotion.
- Activate a Police Help Phone (the yellow call box with a blue light on top) or a fire box.
- If at all possible, avoid walking alone at night. Call the Escort Van at 471-4441, or have a friend escort you both ways.
- Do not jog alone, day or night, even in populated areas with streetlights. Since most people will be indoors, help could be delayed.
- Do not hitchhike, day or night.
- Dress in clothes and shoes that will allow you to move quickly.
- If you carry a purse, briefcase or backpack, keep only a small amount

of cash in it. If possible, do not carry a purse.
- Keep your keys in hand when you are walking at night.
- Carry a noise-making device, such as a whistle. Have it ready to use.
- Be alert, observant and aware of your surroundings and any other people on the street with you.
- If you work or study late, alert a friend so they know where you are and when you will return.
- Use a well-traveled and well-lighted route.
- Walk purposefully, briskly and keep moving.
- Walk in the center of the sidewalk away from buildings, doorways, hedges and parked cars.
- Walk on the side of the street facing oncoming traffic. If a car pulls next to you going the same way, reverse your direction.
- Join a group of people nearby or across the street. Increase your pace.
- If you believe a threat is imminent and you see people nearby to help you, yell, scream or make a commotion in any way you can.
- If you see someone else in trouble, call 911 immediately.
- Do not prop open residence hall outside doors or your room door.
- Keep room and car keys on separate rings. When leaving your car for service, leave only your ignition key.
- Do not attach your address to your key chain.
- Get to know your neighbors so you can help each other.
- Do not allow strangers to enter your room unless they are properly identified.
- If a stranger enters your room, demand that he or she leave. If the person refuses, create a commotion, leave quickly and call for assistance.
- If a stranger tries to engage you in a conversation, use discretion before stopping to talk. It is a good idea to say you are in a hurry to meet someone.
- Have the access card to your residence ready as you approach your building.
- If a taxi or automobile drops you off, ask the driver to wait until you are safely inside.
- Do not keep large sums of money in your room.
- If you are accosted in a hallway or public area of a residence hall and feel that you are in danger, create a commotion and call University Police at 471-4441.
- Individuals who use alcohol should drink in moderation to avoid situations in which their judgement would be impaired.
- Remember, report any suspicious person or activities to the University Police at 471-4441.

INTRUDERS

- It is usually best not to yell out or try to detain an offender. The person may panic and react in an unpredictable manner. Usually, the offender will run away when spotted.
- If the offender runs away, do not follow, but do try to notice which direction the person goes. If there is a place from which you can observe safely, such as a window, watch to see if the offender gets into a car, goes to another building, etc.
- Try to get a good description of the offender. If the person speaks to you remember what was said and how it was said.
- You should immediately report incidents and suspicious persons to your RA and University Police.

HOW TO DESCRIBE A SUSPECT

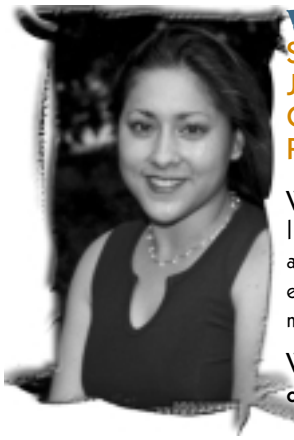
moustache/beard	eye color	sideburns
age	weapon	weight
teeth (missing)	sex	hat
race	glasses	speech
distinguishable gait	accent	shirt
hair	type of jewelry	height
tattoos/scars/marks	amputations	facial features

HOW TO DESCRIBE A VEHICLE

what make	what year
what color	body style
license number	dents/scratches

WHEN DRIVING

- Have your key ready when you approach your car and check to make sure no one is hiding inside.
- Drive on well-traveled streets and never pick up hitchhikers.
- Keep your car in gear while it is stopped.
- Keep all doors and windows locked.
- Park your car in well-lit and designated parking areas.
- Keep all valuables out of sight in your trunk.
- If you are forced to stop your car, lock the doors, roll up the windows and sound the horn for help.



VANESSA HERNANDEZ

Senior, 21
Jester Lower East RA
Canutillo, Texas
Psychology and Social Work

What do you do for fun?
I love playing intramural sports and attending UT football games. I also enjoy listening to music, watching movies and hanging out with friends.

What advice would you offer freshmen on surviving the first year?
Don't procrastinate! Time management is very important. Have lots of fun, but make sure you prioritize and don't lose sight of your goals.

How would you describe the RA's role in the hall?
The RA's role is to serve as a mentor to residents, aid in developing a strong community atmosphere on their floor, and organize fun programs and activities for their residents.

What is one thing at UT every freshmen should see and/or visit?
Everyone must see the Texas Memorial Stadium during a UT football game. It is a spectacular experience!

What should every freshman do at least once in Austin?
Visit Barton Springs.

- If you are followed or harassed by someone in another car, drive to a police department, fire station or open business and seek help. Do not drive to your residence hall or park in a deserted area.
- If you are followed as you approach your residence hall at night, stay in your car with the doors locked until you identify the occupants of the other car. Sound your horn to get the attention of residents.
- If your car breaks down, raise the hood then stay inside with the doors locked. If someone stops to help, do not open your window or door or accept a ride. Ask the person to call for help.
- If you see a parked car requiring assistance, do not stop. Go to a telephone and call for assistance.
- Keep an aerosol tire inflator in your car for emergencies.
- Mobile phones are highly recommended when driving.

ABOUT SEXUAL ASSAULT

Anyone can be the victim of sexual assault regardless of age, sex, race, status or type of dress. There is no stereotypical rapist. Many rapes are committed by acquaintances of the victim. Be aware of the different possibilities and be prepared to decide what action is required in a potentially dangerous situation. Report any incidents to your residence hall staff and University Police.

IF YOU ARE SEXUALLY ASSAULTED

- Know that you are a victim and are not responsible.
- Do not shower, bathe or change clothes
- Do not straighten the scene of attack

Residence Life staff also encourage you to do the following:

- Seek assistance form your RA or Hall Coordinator
- Seek medical assistance (Note: St. David's Hospital has a staff of sexual assault Nurse Examiners who are always on call)
- Report the sexual assault to University Police for investigation
- Utilize the University Counseling and Mental Health Center at 471-3515

In attempted sexual assault, the following strategies have been found helpful in averting the attack: Perceiving danger early, yelling, fleeing, talking, using physical resistance (kicking or punching), displaying outrage rather than fear, taking advantage of environmental interferences, most important, persisting in using combinations of these strategies.

SAFETY ON DATES

- Know your sexual limits and communicate them clearly and firmly.
- Avoid excessive use of alcohol and all drugs. They interfere with clear thinking and effective communication.
- Be assertive and trust your instincts.
- In an effort to ensure that no one has the opportunity to slip drugs into your beverage, never leave your beverage unattended and do not let someone else get your beverage for you.

SEXUAL HARASSMENT

The University has a commitment to providing an educational environment for students that is free from inappropriate conduct of a sexual nature. Sexual harassment is a form of gender discrimination. It involves unwelcome advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made an explicit or implicit term or condition of employment or one's status as a student in a course, program or activity;
2. Submission or rejection of such conduct is used as a basis for employment or educational decision affecting an individual, or
3. Such conduct has the purpose of effect of unreasonably interfering with an individuals work or educational performance, or creates an intimidating environment.

If you feel that you have been sexually harassed the Residence Life Staff encourages you to:

- Ask your RA or Hall Coordinator for assistance.
- Report the sexual harassment to the Office of the Dean of Students, Room 4.104, Student Services Building, 471-2841.

TORNADOES

When inclement weather arises, residents should turn on their radios to monitor conditions. If there aren't any lightening strikes, residents might also turn on their TVs. There are two types of alerts connected to tornadoes:

A "Tornado Watch" means that conditions are right for a tornado to form. Residents should continue to monitor the weather for further developments and be prepared to take cover.

A "Tornado Warning" means that a tornado has been spotted on the ground. Residents should take immediate action to take cover. If a Tornado Warning is issued, residents are expected to do the following:

- Exit their rooms and close the doors
- Take cover in an interior corridor
- Jester Center residents who reside on the sixth floor or higher should proceed down the stairwells to the fifth floor or below to take cover.
- Evacuate large lounge areas and large rooms with unsupported spans (no supports)
- Cover their heads to protect against flying debris if a tornado hits
- Remain quiet and listen for further instructions from staff

Residents should remain on their assigned floors until the Hall Coordinator gives an "all clear" signal.

SAFETY INFORMATION

Additional information on Campus Safety, visit the following Websites:

Crime Prevention Tips
http://www.utexas.edu/admin/utpd/tips.html
UTPD Campus Watch
http://www.utexas.edu/admin/utpd/newest.html
Campus Security
http://www.utexas.edu/student/vpsa/SecurityBrochure/

HELPFUL NUMBERS

Division of Housing and Food Service

Accounting
200 W. Dean Keeton St. 471-5033
Housing Reservations
200 W. Dean Keeton St. 471-3136
Personnel
200 W. Dean Keeton St. 471-5031
Director and Administration
200 W. Dean Keeton St. 471-6021

Jester Center Halls

General Info. Desk (GID)
JES A-130-0 471-5444
Jester East Desk
JES M-103-0 471-1652
Jester West Desk
JES A-103-0 471-3944
Office
JES A-30-0 471-1383

Waller Creek Residence Halls (WCR)

BRP Desk 471-3714
Moore-Hill Desk 471-1462
San Jacinto Desk . . . . . .TBA
Simkins Desk (after 7 p.m.) 471-7246
WCR Office Roberts 471-4236

Whitis Residence Halls (WRH)

Kinsolving Desk
Kinsolving 471-1767
Littlefield Desk (after 7 p.m.) 471-1883
Quad Desk
Carothers 471-3646
WRH Office
Littlefield 471-1941

Student Heritage Housing, Inc.

Office (LLB) 476-COOP

Computer Labs

Carothers CRD 471-4452
Jester East JES 471-5843
Jester West JES 471-5861
Kinsolving KIN 471-5885
San Jacinto SJH 232-9041
Simkins SHD 471-4015

Food Service

Jester JES A-06-K 471-3556
Kinsolving KIN 471-3661

Other Important Numbers

Admissions 475-7399
Graduate and International 475-7366
Ambulance and Paramedic 911
Athletic Ticket Office 471-3333
Bursar's 475-7777
Career Center 471-1217
Counseling & Mental Health Center 471-3515
Dean of Students 471-1201
EMERGENCY 911
General Information & Referral Service 471-1506
International Office 471-1211
Intramurals
(Gregory Gym Rm. 2.200) 475-3116
Measurement and Evaluation Center 471-3032
Legal Services for Students 471-7796
Multicultural Information Center 232-2958
Ombudsman 471-3825
Orientation Office 471-3304
Parking and Transportation 471-4761
Recreational Sports Reservations—
Bellmont, Gregory and
Whitaker Fields 471-6216
Tennis 454-0888
Registrar 475-7575
Self-Help Tape Program (TEX talk) 475-9950
Services for Returning Students 471-1201
Services for Students With Disabilities 471-6259
Student Financial Services 475-6200
Telephone Counseling & Referral Service 471-2255
Texas Rehabilitation Commission (University office) 471-4903
Texas Union Information Center 475-6636
University Health Services
General Info. 471-4955
University Station Post Office 471-8867
UT ID Center 471-4334
UT Information 471-3434
UT Police Department (UTPD)
Crime Statistics 471-7503
Emergency (city and campus) 911
Escort Van 471-4441
Lost and Found 471-7506
Non-emergency (UTPD routing call,
crime prevention, general information) 471-4441
UT Shuttle Bus 474-1200

Your Resident Assistant

Room # _____

Phone # _____

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